

Functional Requirements Document  
**CS 157 – Child Support Services Federal Fiscal Year Annual Data  
and Accounts Receivable Report**  
*version 1.32*

Title:		
Federal CHILD SUPPORT SERVICES FEDERAL FISCAL YEAR ANNUAL CS157 DATA & ACCOUNTS RECEIVABLE REPORT		
Revision History: (what changed, by whom, and when )		
What	Who	When
Initial Issuance	Walt Kagel	June 22, 2001
Second Draft	Walt Kagel	June 29, 2001
Third Draft	Walt Kagel	July 13, 2001
Final Document as v.1.0	Walt Kagel	July 18, 2001
Version 1.1	Walt Kagel	August 1, 2001
Version 1.2	Walt Kagel	August 23, 2001
Version 1.3	Walt Kagel	September 27, 2001
Version 1.31	Walt Kagel	September 28, 2001
Version 1.32	Walt Kagel	October 3, 2001
<b>Business Need(s):</b> <p>Effective Federal Fiscal Year (FFY) 1999, new federal incentive provisions established a process for federal review of the completeness and reliability of required state-reported data. The outcome of the new federal data review process is directly linked to the payment of federal incentive funds to the State. The new incentive provisions are being phased in over three years, with one-third of incentives paid under the new formula the first year (FFY 2000), two-thirds the second year (FFY 2001), and all incentives paid under the new formula beginning FFY 2002. This letter explains the steps necessary to ensure that California data collection and reporting fully comply with the new federal requirements.</p> <p>A state will not be eligible to receive federal incentive payments under the new formula unless an audit has been conducted and a finding has been rendered that a state's data are reliable. A data reliability standard of 90 percent will be applied to the audited FFY 1999 and FFY 2000 data utilized for the calculation of incentives for FFY2000. If the reliability of an individual data element used to calculate one of the performance measures is found to be below 90 percent, the data will be deemed unreliable and the state will be ineligible for incentives, under the new formula, for that performance measure. In addition to adversely impacting federal incentive payments, a state's Temporary Assistance for Needy Families (TANF) funds could also be reduced by 1 to 5 percent if the audit finds that submitted child support data are incomplete or unreliable.</p> <p>The Child Support Services <b>Federal Fiscal Year</b> Annual Data &amp; Accounts Receivable Report (CS 157) is a report of the <b>local child support agencies</b> program information: case inventory, paternity establishment, services required and provided, medical support, cases with payments, collections due and distributed, staffing and non-cooperation and good cause. This information is used for state and federal reporting purposes and for preparation of the <b>Child Support Statistical Trend Analysis Report (CSSTAR)</b> Quarterly and Annual Reports. Certain information on the <b>CS 157 Federal Fiscal Year Annual Report</b> is or will be used to determine entitlement to incentives and to support development of the Department of Child Support</p>		

Services' (DCSS) performance measurement program.

The CS 157 Report must reflect activities for the entire applicable reporting period including point-in-time counts as of the end of the federal fiscal year (FFY). Complete each report as required for the federal fiscal year (October 1 – September 30) as indicated on the report form.

**Source(s):**

Family code Section 17600(a) – requires each county participating in the state incentive program to report information on the local child support agency, quarterly and annually.

LCSA LETTER 00-03 [DCSS-SY-2000-GOV-0061] (Attachment A)

CHILD SUPPORT SERVICES FEDERAL FISCAL YEAR ANNUAL DATA & ACCOUNTS RECEIVABLE REPORT CS 157 REPORTING INSTRUCTIONS Effective Date October 1, 2000 (Attachment C)

ACTION TRANSMITTAL OCSE-AT-01-09 June 22, 2001 (Attachment D)

CHILD SUPPORT ENFORCEMENT ANNUAL DATA REPORT (Attachment E)

**Business**

**Rule(s):**

**Pre – Condition(s):**

Processing to be performed after September 30 and before October 15.

All distribution and month end processing, for September, must be completed prior to performing the business functions specified in this document.

**Post – Condition(s):**

No modification to data.

**Definition(s):**

All references to the federal fiscal year are for the reporting year. The exceptions are the for line asking for All years.

Subordinate lines are indicated by two methods:

1. All subordinate lines specify as input only cases that were counted in the parent line.
2. All lines will indicate the federal edit criteria for line evaluation, if one has been specified.

Case: A parent (mother, father, or putative father) who is now or eventually may be obligated to support a child or children receiving services under the Title IV-D program.

A parent is reported as a separate IV-D case for each family with a dependent child or children the parent may be obligated to support. If both parents are absent and liable for support or potentially liable for support of a child or children receiving services under the Title IV-D program, each parent is considered a separate IV-D case.

Case: Each payee and/or current custodial party at that point in time is considered a separate IV-D case until the arrears have been paid.

There will be only one payee per case

A state other than California may not be a payee

Foster Care is not treated differently for federal or non federal funding with respect to case construct, i.e. Foster Care is Foster Care. This applies for a given child.

Example: If two children have the same CP and NCP. Child 1 is in federal foster care, child 2 is in non federal foster care. There would be 4 cases, 2 for each child. If child 1 moves to non federal foster care, the existing cases for child 2 are updated with the new CP but there are no additional cases created (foster care is foster care for the same child).

#### IV-D Case Construct:

IV-D Case = Non-Custodial Parent (NCP) & Custodial Party (CP) & Dependent Child(ren).

The key to understanding the IV-D case relationship is to recognize that this is the construct to be used to describe all relationships of a “family” for reporting purposes. Each case must have an NCP, CP, and DP. In addition, there can be only one NCP and one CP per case. The combination of NCP and CP with respect to all DP’s defined for the case can be thought of as the key (with duplicates allowed), i.e. the NCP and CP must be common to all DPs in the case.

Current Assistance Case - A case where the children are: (1) recipients of California Work Opportunity and Responsibility to Kids Case (CalWORKs)/Temporary Assistance for Needy Families (TANF), (2) recipients of Kinship Guardianship Assistance Payment Program (KinGAP) and/or any redefined two-parent family programs under Title IV-A of the Social Security Act, or, (3) entitled to Foster Care maintenance payments under Title IV-E of the Social Security Act. In addition, the children’s support rights must have been assigned by a caretaker relative to the state, and a referral to the IV-D agency has been made.

CalWORKs/TANF (formerly known as AFDC) Case - A case where the children have been determined to be eligible for CalWORKs (California’s version of TANF, federal participation) under Title IV-A of the Social Security Act, the children’s support rights have been assigned by a caretaker relative, and a referral to the IV-D agency has been made by the IV-A agency. A CalWORKs/TANF case is reported as a Current Assistance case.

Foster Care Case - A case involving children entitled to federal Foster Care maintenance payments under Title IV-E of the Social Security Act for whom a referral to the IV-D agency has been made. A federal (Title IV-E) Foster Care case is reported as a Current Assistance case.

NOTE: For reporting purposes only, a state-only Foster Care case (non-federal Foster Care) is reported as a Never Assistance case.

Former Assistance Case - A case where the children *formerly* received Title IV-A (AFDC or CalWORKs/TANF) or Title IV-E Foster Care services. NOTE: Children who received services under Title XIX Foster Care should NOT be reported as former assistance cases.

Never Assistance Case - A case where the children are receiving services under the Title IV-D program, but are not currently eligible for, not currently receiving or have not previously received assistance under Titles IV-A or IV-E of the Social Security Act.

A Never Assistance case is one where the family is receiving IV-D services as a result of

a written application for IV-D services. This includes cases where the children are receiving state (not Title IV-E) foster care services, **non-federal state-only two-parent cases (see FSD Letter No. 99-23)** or a case where the children are Medi-Cal recipients not receiving (or ever received) cash assistance.

CalWORKs Case - A case where the children have been determined to be eligible for CalWORKs (non federal participation), the children's support rights have been assigned by a caretaker relative, and a referral to the IV-D agency has been made by the IV-A agency. A CalWORKs (non federal participation) case, which has never had federal assistance, is reported as a Never Assistance case.

Foster Care Case - A case involving children entitled to non federal Foster Care maintenance payments for whom a referral to the IV-D agency has been made. A non federal Foster Care case, which has never had federal assistance, is reported as a Never Assistance case.

Medi-Cal Only/Medically Needy Only (MNO) Case - A case where the children have been determined eligible for or are receiving Medi-Cal services only, but whom are not current or former recipients of aid under Title IV-A or IV-E of the Act. Medi-Cal Only (MNO) cases are reported as Never Assistance cases. Medi-Cal and MNO are considered the same

Medical Support - Medical support refers to the responsibility of a parent to provide health insurance coverage for a child or children. This includes: (1) payment of health insurance premiums, (2) payment of medical bills, or (3) cash payments for health insurance and/or medical bills. Medical support may be provided by either the custodial or the non-custodial parent.

Support Order - The legal establishment of: (1) an amount of money which is due and owed by a parent for the support of the parent's children and/or (2) the responsibility to provide health insurance and/or medical support for those children. This amount or responsibility must be established by court order, administrative process, or other legal process. This includes a legal judgment for arrears. Support orders for \$0 or reserve orders are to be included.

Paternity - The legal establishment of fatherhood for a child, either by court determination, administrative process, or voluntary acknowledgment. A *paternity acknowledgment* involves the legal establishment of fatherhood for a child through a voluntary acknowledgment signed by both parents as part of an in-hospital or other acknowledgment service. *Paternity resolved* refers to all children born within a marriage, legitimized by marriage or adoption and children with paternity established or acknowledged up to age 18 years.

Spousal Support Only – Cases involving spousal support or spousal arrears only are never counted.

Assignment – Assignments (i.e. health assignments) are not reported. Assignments are enforcement tools and are no longer reported by states.

**Issue(s):**

**Quality Aspect(s):**

Data across all counties must achieve a reliability standard of 95 percent.

<b>Requirement #:</b> CS157
<b>Report Layout:</b> see attachment B
<b>File Layout:</b> see Attachment E see Attachment F see Attachment F

<b>Detailed Requirement #:</b> CS157-0001	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> <u>Cases Open at the End of the Federal Fiscal Year – Current Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b> Output Count $\neq$ Output Count for sum of CS157-0004 and CS 157-0007 case counts
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases as of September 30 of the federal fiscal year.
	<b>Processing:</b> Report (count) the number of IV-D cases open on the last day of the federal fiscal year.  Only count Current Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number on line 1 cell 1 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<p><b>Constraint(s):</b></p> <p>If a parent has more than one child in the same family and any of the children are receiving assistance, report the case as a Current Assistance case.</p> <p>Include both cases sent to and received from other States in the count.</p> <p>County-to-county transfers of cases and multiple county involvement in cases within the state should not be reflected in case inventory counts.</p> <p>When IV-D services continue to be provided to former IV-A or IV-E recipients, change the case status to a Former Assistance case.</p> <p>Also, report as a Former Assistance case, any former IV-A or IV-E case in which the family has declined continued IV-D services, but where there are arrears assigned to either the county or state and the county is attempting to collect.</p> <p>Include cases open at the end of the federal fiscal year as a result of requests for assistance received from other states, as well as cases open which have been referred to another state.</p> <p>Cases received on standard interstate forms from other States are counted as open IV-D cases only if specific action is required on the part of the responding State's IV-D agency and the activity required qualifies for Federal financial participation.</p> <p><b>Include all <u>open</u> “good cause” cases on this line.</b></p>	

A case should be counted only once within a State.

Do not include on this line, cases where the IV-D agency has no jurisdiction (i.e., Native American and international cases). Those cases should be reported separately on Line 3.

Exclude spousal only cases.

**Performance:**

**External Interface(s):**

none

<b>Detailed Requirement #:</b> CS157-0002	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> <u>Cases Open at the End of the Federal Fiscal Year – Former Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b> Output Count $\neq$ Output Count for sum of CS157-0005 and CS 157-0008 case counts
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases as of September 30 of the federal fiscal year.
	<b>Processing:</b> Report the number of IV-D cases open on the last day of the federal fiscal year.  Only count Former Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number on line 1 cell 2 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<p><b>Constraint(s):</b></p> <p>If a parent has more than one child in the same family and any of the children are receiving assistance, report the case as a Current Assistance case.</p> <p>Include both cases sent to and received from other States in the count..</p> <p>County-to-county transfers of cases and multiple county involvement in cases within the state should not be reflected in case inventory counts.</p> <p>When IV-D services continue to be provided to former IV-A or IV-E recipients, change the case status to a Former Assistance case.</p> <p>Also, report as a Former Assistance case, any former IV-A or IV-E case in which the family has declined continued IV-D services, but where there are arrears assigned to either the county or state and the county is attempting to collect.</p> <p>Include cases open at the end of the federal fiscal year as a result of requests for assistance received from other states, as well as cases open which have been referred to another state.</p> <p>Cases received on standard interstate forms from other States are counted as open IV-D cases only if specific action is required on the part of the responding State's IV-D agency and the activity required qualifies for Federal financial participation.</p> <p><b>Include all <u>open</u> “good cause” cases on this line.</b></p>	



A case should be counted only once within a State.  
Do not include on this line, cases where the IV-D agency has no jurisdiction (i.e., Native American and international cases). Those cases should be reported separately on Line 3.

Exclude spousal only cases.

**Performance:**

**External Interface(s):** none

<b>Detailed Requirement #:</b> CS157-0003	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> <u>Cases Open at the End of the Federal Fiscal Year – Never Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b> Output Count $\neq$ Output Count for sum of CS157-0006, CS 157-0009, and CS 157-0010 case counts
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases as of September 30 of the federal fiscal year.
	<b>Processing:</b> Report the number of IV-D cases open on the last day of the federal fiscal year.  Only count Never Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 1 cell 3 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<p><b>Constraint(s):</b></p> <p>If a parent has more than one child in the same family and any of the children are receiving assistance, report the case as a Current Assistance case.</p> <p>Include both cases sent to and received from other States in the count. states.</p> <p>County-to-county transfers of cases and multiple county involvement in cases within the state should not be reflected in case inventory counts.</p> <p>When IV-D services continue to be provided to former IV-A or IV-E recipients, change the case status to a Former Assistance case.</p> <p>Also, report as a Former Assistance case, any former IV-A or IV-E case in which the family has declined continued IV-D services, but where there are arrears assigned to either the county or state and the county is attempting to collect.</p> <p>Include cases open at the end of the federal fiscal year as a result of requests for assistance received from other states, as well as cases open which have been referred to another state.</p> <p>Cases received on standard interstate forms from other States are counted as open IV-D cases only if specific action is required on the part of the responding State's IV-D agency and the activity required qualifies for Federal financial participation.</p> <p><b>Include all <u>open</u> “good cause” cases on this line.</b></p> <p>A case should be counted only once within a State.</p>	

Do not include on this line, cases where the IV-D agency has no jurisdiction (i.e., Native American and international cases). Those cases should be reported separately on Line 3.

Exclude spousal only cases.

**Performance:**

**External Interface(s):** none

<b>Detailed Requirement #:</b> CS157-0004	
<b>Parent Requirement:</b> CS157-0001	
<b>Requirement Name:</b> Interstate Cases Initiated in This State at the End of the Federal Fiscal Year – Current Assistance	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b> Processing for line 1 has been completed.
	<b>Post – Condition(s):</b> Output Count < Output Count for CS157-0001 case count
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases counted in CS157-0001
	<b>Processing:</b> Report the number of cases open on the last day of the federal fiscal year that have been sent to another state (California is the initiating jurisdiction).  Only count Current Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 1a cell 4 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> Report a case only once, even if the case was sent to more than one state.	
<b>Performance:</b>	
<b>External Interface(s):</b> none	

<b>Detailed Requirement #:</b> CS157-0005	
<b>Parent Requirement:</b> CS157-0002	
<b>Requirement Name:</b> Interstate Cases Initiated in This State at the End of the Federal Fiscal Year – Former Assistance	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b> Processing for line 1 has been completed.
	<b>Post – Condition(s):</b> Output Count < Output Count for CS157-0002 case count
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases counted in CS157-0002
	<b>Processing:</b> Report the number of cases open on the last day of the federal fiscal year that have been sent to another state (California is the initiating jurisdiction).  Only count Former Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 1a cell 5 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> Report a case only once, even if the case was sent to more than one state.	
<b>Performance:</b>	
<b>External Interface(s):</b> none	

<b>Detailed Requirement #:</b> CS157-0006	
<b>Parent Requirement:</b> CS157-0003	
<b>Requirement Name:</b> Interstate Cases Initiated in This State at the End of the Federal Fiscal Year – Never Assistance	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b> Processing for line 1 has been completed.
	<b>Post – Condition(s):</b> Output Count < Output Count for CS157-0003 case count
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases counted in CS157-0003
	<b>Processing:</b> Report the number of cases open on the last day of the federal fiscal year that have been sent to another state (California is the initiating jurisdiction).  Only count Never Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 1a cell 6 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> Report a case only once, even if the case was sent to more than one state.	
<b>Performance:</b>	
<b>External Interface(s):</b> none	

<b>Detailed Requirement #:</b> CS157-0007	
<b>Parent Requirement:</b> CS157-0001	
<b>Requirement Name:</b> <u>Interstate Cases Received From Another State Open at the End of the Federal Fiscal Year – Current Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b> Processing for line 1 has been completed.
	<b>Post – Condition(s):</b> Output Count < Output Count for CS157-0001 case count
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases counted in CS157-0001
	<b>Processing:</b> Report the number of cases open on the last day of the federal fiscal year that have been received from another state (California is the responding jurisdiction).  Only count Current Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 1b cell 7 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> Report a case only once, even if the case was received from more than one state.	
<b>Performance:</b>	
<b>External Interface(s):</b> none	

<b>Detailed Requirement #:</b> CS157-0008	
<b>Parent Requirement:</b> CS157-0002	
<b>Requirement Name:</b> <u>Interstate Cases Received From Another State Open at the End of the Federal Fiscal Year – Former Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b> Processing for line 1 has been completed.
	<b>Post – Condition(s):</b> Output Count < Output Count for CS157-0002 case count
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases counted in CS157-0002
	<b>Processing:</b> Report the number of cases open on the last day of the federal fiscal year that have been received from another state (California is the responding jurisdiction).  Only count Former Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 1b cell 8 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> Report a case only once, even if the case was received from more than one state.	
<b>Performance:</b>	
<b>External Interface(s):</b> none	



<b>Detailed Requirement #:</b> CS157-0009	
<b>Parent Requirement:</b> CS157-0003	
<b>Requirement Name:</b> <u>Interstate Cases Received From Another State Open at the End of the Federal Fiscal Year – Never Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b> Processing for line 1 has been completed.
	<b>Post – Condition(s):</b> Output Count < Output Count for CS157-0003 case count
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases counted in CS157-0003
	<b>Processing:</b> Report the number of cases open on the last day of the federal fiscal year that have been received from another state (California is the responding jurisdiction).  Only count Never Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 1b cell 9 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> Report a case only once, even if the case was received from more than one state.	
<b>Performance:</b>	
<b>External Interface(s):</b> none	

<b>Detailed Requirement #:</b> CS157-0010	
<b>Parent Requirement:</b> CS157-0003	
<b>Requirement Name:</b> Medi-Cal Only Cases Open at the End of the Federal Fiscal Year – Never Assistance	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b> Processing for line 1 has been completed.
	<b>Post – Condition(s):</b> Output Count < Output Count for CS157-0003 case count
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases counted in CS157-0003
	<b>Processing:</b> Report the number of Medi-Cal / <b>Medicaid</b> cases open on the last day of the federal fiscal year.  Only count Never Assistance cases.
	<b>Output(s):</b> Total for line 1c cell 10 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> MNO cases are reported on this line.  Medi-Cal Only cases previously on cash assistance are considered Former Assistance cases and are NOT counted on this line.  The children in these cases should not be current or former recipients of aid under titles IV-A or IV-E. If they are, their cases are not counted here.	
<b>Performance:</b>	
<b>External Interface(s):</b> none	

<b>Detailed Requirement #:</b> CS157-0011	
<b>Parent Requirement:</b> CS157-0001	
<b>Requirement Name:</b> Cases Open at the End of the Federal Fiscal Year with Support Orders Established – Current Assistance	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b> Processing for line 1 has been completed.
	<b>Post – Condition(s):</b> Output Count $\neq$ Output Count for sum of CS157-0014, CS 157-0017, and CS 157-0020 case counts
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases counted in CS157-0001
	<b>Processing:</b> Report the number of IV-D cases open on the last day of the federal fiscal year with support orders established.  Only count Current Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 2 cell 11 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> <p>Include cases with orders entered prior to the case becoming a IV-D case, as well as cases with orders established by the IV-D agency.</p> <p>Include judgments for arrears, regardless of whether there is a payment schedule or an order for ongoing support.</p> <p>Count cases only once regardless of the number of orders.</p> <p>Do not include voluntary support agreements in this line unless the agreements are legally enforceable in the reporting State.</p> <p><i>Include cases with orders for temporary support. Temporary Support Orders are to be included in all current support order counts, including counts for case inventory and establishing a support order.</i></p>	
<b>Performance:</b>	
<b>External Interface(s):</b> none	

<b>Detailed Requirement #:</b> CS157-0012	
<b>Parent Requirement:</b> CS157-0002	
<b>Requirement Name:</b> Cases Open at the End of the Federal Fiscal Year with Support Orders Established – Former Assistance	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b> Processing for line 1 has been completed.
	<b>Post – Condition(s):</b> Output Count $\neq$ Output Count for sum of CS157-0015, CS 157-0018, and CS 157-0021 case counts
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases counted in CS157-0002
	<b>Processing:</b> Report the number of IV-D cases open on the last day of the federal fiscal year with support orders established.  Only count Former Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 2 cell 12 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> <p>Include cases with orders entered prior to the case becoming a IV-D case, as well as cases with orders established by the IV-D agency.</p> <p>Include judgments for arrears, regardless of whether there is a payment schedule or an order for ongoing support.</p> <p>Count cases only once regardless of the number of orders.</p> <p>Do not include voluntary support agreements in this line unless the agreements are legally enforceable in the reporting State.</p> <p><i>Include cases with orders for temporary support. Temporary Support Orders are to be included in all current support order counts, including counts for case inventory and establishing a support order.</i></p>	
<b>Performance:</b>	
<b>External Interface(s):</b> none	

<b>Detailed Requirement #:</b> CS157-0013	
<b>Parent Requirement:</b> CS157-0003	
<b>Requirement Name:</b> Cases Open at the End of the Federal Fiscal Year with Support Orders Established – <u>Never Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b> Processing for line 1 has been completed.
	<b>Post – Condition(s):</b> Output Count $\neq$ Output Count for sum of CS157-0016, CS 157-0019, CS 157-0022, and CS 157-0023 case counts
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases counted in CS157-0003
	<b>Processing:</b> Report the number of IV-D cases open on the last day of the federal fiscal year with support orders established.  Only count Never Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 2 cell 13 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> <p>Include cases with orders entered prior to the case becoming a IV-D case, as well as cases with orders established by the IV-D agency.</p> <p>Include judgments for arrears, regardless of whether there is a payment schedule or an order for ongoing support.</p> <p>Count cases only once regardless of the number of orders.</p> <p>Do not include voluntary support agreements in this line unless the agreements are legally enforceable in the reporting State.</p> <p><i>Include cases with orders for temporary support. Temporary Support Orders are to be included in all current support order counts, including counts for case inventory and establishing a support order.</i></p>	
<b>Performance:</b>	
<b>External Interface(s):</b> none	

<b>Detailed Requirement #:</b> CS157-0014	
<b>Parent Requirement:</b> CS157-0011	
<b>Requirement Name:</b> <u>Interstate Cases Initiated in This State With Support Orders Open at the End of the Federal Fiscal – Current Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b> Processing for line 2 has been completed.
	<b>Post – Condition(s):</b> Output Count < Output Count for CS157-0011 case count
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases counted in CS157-0011
	<b>Processing:</b> Report the number of cases open on the last day of the federal fiscal year with a support order established or a judgment for arrears the IV-D agency referred to another state (California is the initiating jurisdiction).  Only count Current Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 2a cell 14 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b>	
<b>Performance:</b>	
<b>External Interface(s):</b> none	

<b>Detailed Requirement #:</b> CS157-0015	
<b>Parent Requirement:</b> CS157-0012	
<b>Requirement Name:</b> Interstate Cases Initiated in This State at the End of the Federal Fiscal Year – Former Assistance	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b> Processing for line 2 has been completed.
	<b>Post – Condition(s):</b> Output Count < Output Count for CS157-0012 case count
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases counted in CS157-0012
	<b>Processing:</b> Report the number of cases open on the last day of the federal fiscal year with a support order established or a judgment for arrears the IV-D agency referred to another state (California is the initiating jurisdiction).  Only count Former Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 2a cell 15 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b>	
<b>Performance:</b>	
<b>External Interface(s):</b> none	

<b>Detailed Requirement #:</b> CS157-0016	
<b>Parent Requirement:</b> CS157-0013	
<b>Requirement Name:</b> Interstate Cases Initiated in This State at the End of the Federal Fiscal Year – Never Assistance	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b> Processing for line 2 has been completed.
	<b>Post – Condition(s):</b> Output Count < Output Count for CS157-0013 case count
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases counted in CS157-0013
	<b>Processing:</b> Report the number of cases open on the last day of the federal fiscal year with a support order established or a judgment for arrears the IV-D agency referred to another state (California is the initiating jurisdiction).  Only count Never Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 2a cell 16 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b>	
<b>Performance:</b>	
<b>External Interface(s):</b> none	



<b>Detailed Requirement #:</b> CS157-0017	
<b>Parent Requirement:</b> CS157-0011	
<b>Requirement Name:</b> <u>Interstate Cases Received From Another State With Support Orders Open at the End of the Federal Fiscal Year – Current Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b> Processing for line 2 has been completed.
	<b>Post – Condition(s):</b> Output Count < Output Count for CS157-0011 case count
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases counted in CS157-0011
	<b>Processing:</b> Report the number of cases open on the last day of the federal fiscal year with a support order established or a judgment for arrears the IV-D agency received from another state (California is the responding jurisdiction).  Only count Current Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 2b cell 17 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b>	
<b>Performance:</b>	
<b>External Interface(s):</b> none	

<b>Detailed Requirement #:</b> CS157-0018	
<b>Parent Requirement:</b> CS157-0012	
<b>Requirement Name:</b> <u>Interstate Cases Received From Another State With Support Orders Open at the End of the Federal Fiscal Year – Former Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b> Processing for line 2 has been completed.
	<b>Post – Condition(s):</b> Output Count < Output Count for CS157-0012 case count
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases counted in CS157-0012
	<b>Processing:</b> Report the number of cases open on the last day of the federal fiscal year with a support order established or a judgment for arrears the IV-D agency received from another state (California is the responding jurisdiction).  Only count Former Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 2b cell 18 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b>	
<b>Performance:</b>	
<b>External Interface(s):</b> none	

<b>Detailed Requirement #:</b> CS157-0019	
<b>Parent Requirement:</b> CS157-0003	
<b>Requirement Name:</b> <u>Interstate Cases Received From Another State With Support Orders Open at the End of the Federal Fiscal Year – Never Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b> Processing for line 2 has been completed.
	<b>Post – Condition(s):</b> Output Count < Output Count for CS157-0013 case count
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases counted in CS157-0013
	<b>Processing:</b> Report the number of cases open on the last day of the federal fiscal year with a support order established or a judgment for arrears the IV-D agency received from another state (California is the responding jurisdiction).  Only count Never Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 2b cell 19 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b>	
<b>Performance:</b>	
<b>External Interface(s):</b> none	

<b>Detailed Requirement #:</b> CS157-0020	
<b>Parent Requirement:</b> CS157-0011	
<b>Requirement Name:</b> Cases With Orders for Zero Cash Support Open at the End of the Federal Fiscal Year – <u>Current Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b> Processing for line 2 has been completed.
	<b>Post – Condition(s):</b> Output Count < Output Count for CS157-0011 case count
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases counted in CS157-0011
	<b>Processing:</b> Report the number of cases open on the last day of the federal fiscal year with an order established but no amount of cash support included in the order.  Only count Current Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 2c cell 20 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> Include orders with reserved amounts (reserved orders) and orders established for health insurance only.  Include zero dollar health insurance orders.  Do not count Medi-Cal only or MNO.	
<b>Performance:</b>	
<b>External Interface(s):</b> none	

<b>Detailed Requirement #:</b> CS157-0021	
<b>Parent Requirement:</b> CS157-0012	
<b>Requirement Name:</b> Cases With Orders for Zero Cash Support Open at the End of the Federal Fiscal Year – Former Assistance	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b> Processing for line 2 has been completed.
	<b>Post – Condition(s):</b> Output Count < Output Count for CS157-0012 case count
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases counted in CS157-0012
	<b>Processing:</b> Report the number of cases open on the last day of the federal fiscal year with an order established but no amount of cash support included in the order.  Only count Former Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 2c cell 21 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> Include orders with reserved amounts (reserved orders) and orders established for health insurance only.  Include zero dollar health insurance orders.  Do not count Medi-Cal only or MNO.	
<b>Performance:</b>	
<b>External Interface(s):</b> none	

<b>Detailed Requirement #:</b> CS157-0022	
<b>Parent Requirement:</b> CS157-0013	
<b>Requirement Name:</b> Cases With Orders for Zero Cash Support Open at the End of the Federal Fiscal Year – <u>Never Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b> Processing for line 2 has been completed.
	<b>Post – Condition(s):</b> Output Count < Output Count for CS157-0013 case count
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases counted in CS157-0013
	<b>Processing:</b> Report the number of cases open on the last day of the federal fiscal year with an order established but no amount of cash support included in the order.  Only count Former Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 2c cell 22 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> Include orders with reserved amounts (reserved orders) and orders established for health insurance only.  Include zero dollar health insurance orders.  Do not count Medi-Cal only or MNO.	
<b>Performance:</b>	
<b>External Interface(s):</b> none	

<b>Detailed Requirement #:</b> CS157-0023	
<b>Parent Requirement:</b> CS157-0013	
<b>Requirement Name:</b> Medi-Cal Only Cases With Orders Open at the End of the Federal Fiscal Year – <u>Never Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b> Processing for line 2 has been completed.
	<b>Post – Condition(s):</b> Output Count < Output Count for CS157-0013 case count
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases counted in CS157-0013
	<b>Processing:</b> Report the number of MNO cases with orders established or a judgment for arrears open on the last day of the federal fiscal year.  Only count Never Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 2d cell 23 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b> MNO and Medi-Cal cases are both counted.	
<b>Constraint(s):</b> <i>Medicaid only cases that were previously on assistance are considered former assistance cases and are not reported on this line.</i>	
<b>Performance:</b>	
<b>External Interface(s):</b> none	

<b>Detailed Requirement #:</b> CS157-0024	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> Cases Open at the End of the Federal Fiscal Year for Which the State Has No Jurisdiction – Current Assistance	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b> Output Count < Output Count for CS157-0001 case count
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases as of September 30 of the federal fiscal year.
	<b>Processing:</b> Report the number of open cases on the last day of the federal fiscal year where the IV-D agency has no jurisdiction (i.e., subject matter, territorial, or personal jurisdiction) available to pursue or effectuate any child support actions.  Only count Current Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 3 cell 24 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b> This includes cases that involve an individual over whom the IV-D agency has no civil jurisdiction (e.g. subject matter, territorial, or personal jurisdiction) available to pursue or effectuate any child support actions.	
<b>Constraint(s):</b> In addition, <b>no formal or informal reciprocal or cooperative agreement or other mechanism is in place to enable the IV-D agency to take actions necessary to establish paternity, establish a child support order, or enforce an order.</b>  However, <b>if</b> these cases remain open for IV-D purposes, counties are to periodically monitor to determine if there is a change in circumstances, which could lead to further action.  <b>Non-jurisdictional cases reported on this line should not be reported in any other section or on any other line in this report.</b>	
<b>Performance:</b>	
<b>External Interface(s):</b> none	



<b>Detailed Requirement #:</b> CS157-0025	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> Cases Open at the End of the Federal Fiscal Year for Which the State Has No Jurisdiction – <u>Former Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b> Output Count < Output Count for CS157-0002 case count
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases as of September 30 of the federal fiscal year.
	<b>Processing:</b> Report the number of open cases on the last day of the federal fiscal year where the IV-D agency has no jurisdiction (i.e., subject matter, territorial, or personal jurisdiction) available to pursue or effectuate any child support actions.  Only count Former Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 3 cell 25 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b> This includes cases that involve an individual over whom the IV-D agency has no civil jurisdiction (e.g. subject matter, territorial, or personal jurisdiction) available to pursue or effectuate any child support actions.	
<b>Constraint(s):</b> In addition, <b>no formal or informal reciprocal or cooperative agreement or other mechanism is in place to enable the IV-D agency to take actions necessary to establish paternity, establish a child support order, or enforce an order.</b>  However, <b>if</b> these cases remain open for IV-D purposes, counties are to periodically monitor to determine if there is a change in circumstances, which could lead to further action.  <b>Non-jurisdictional cases reported on this line should not be reported in any other section or on any other line in this report.</b>	
<b>Performance:</b>	
<b>External Interface(s):</b> none	

<b>Detailed Requirement #:</b> CS157-0026	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> Cases Open at the End of the Federal Fiscal Year for Which the State Has No Jurisdiction – <u>Never Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b> Output Count < Output Count for CS157-0003 case count
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases as of September 30 of the federal fiscal year.
	<b>Processing:</b> Report the number of open cases on the last day of the federal fiscal year where the IV-D agency has no jurisdiction (i.e., subject matter, territorial, or personal jurisdiction) available to pursue or effectuate any child support actions.  Only count Never Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 3 cell 26 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b> This includes cases that involve an individual over whom the IV-D agency has no civil jurisdiction (e.g. subject matter, territorial, or personal jurisdiction) available to pursue or effectuate any child support actions.	
<b>Constraint(s):</b> In addition, <b>no formal or informal reciprocal or cooperative agreement or other mechanism is in place to enable the IV-D agency to take actions necessary to establish paternity, establish a child support order, or enforce an order.</b>  However, <b>if</b> these cases remain open for IV-D purposes, counties are to periodically monitor to determine if there is a change in circumstances, which could lead to further action.  <b>Non-jurisdictional cases reported on this line should not be reported in any other section or on any other line in this report.</b>	
<b>Performance:</b>	
<b>External Interface(s):</b> none	

<b>Detailed Requirement #:</b> CS157-0027	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> Number of Children in IV-D Cases Open at the End of the Federal Fiscal Year	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b> Processing for line 1 has been completed.
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases counted in CS157-0001  AND  Open cases counted in CS157-0002  AND  Open cases counted in CS157-0003
	<b>Processing:</b> Report the number of children in the IV-D caseload in cases open on the last day of the federal fiscal year reported in Line 1.
	<b>Output(s):</b> Count obtained from processing. Place number line 4 cell 27 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> Include children in both initiating and responding interstate IV-D cases.  <b>Emancipated children should only be included in the count of children if the child turned 18 during the reporting year.</b>  If there is more than one putative father for a child, count the child only once.  A child must only be counted once, regardless of the number of cases they are on.	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0028	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> Children in IV-D Cases Open at the End of the Federal Fiscal Year Born Out-of-Wedlock	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b> Processing for line 1 has been completed
	<b>Post – Condition(s):</b> Output Count < Output Count for CS157-0027 case count
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases counted in CS157-0001  AND  Open cases counted in CS157-0002  AND  Open cases counted in CS157-0003
	<b>Processing:</b> Report the number of children in the IV-D caseload in cases open on the last day of the federal fiscal year who were born out-of-wedlock.
	<b>Output(s):</b> Count obtained from processing. Place number line 5 cell 28 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> <i>the total number of children shall not include any child who is a dependent child by reason of the death of a parent, <u>unless</u> paternity is established for that child</i>  <i>the total number of children shall not include... “any child with respect to whom an applicant or recipient is found by the State to qualify for a good cause or other exception to cooperation pursuant to section 454(29)</i>  Include children in both initiating and responding interstate IV-D cases.  A child must only be counted once, regardless of the number of cases they are on.	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0029	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> <u>Children in IV-D Cases Open at the End of the Federal Fiscal Year With Paternity Established or Acknowledged</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b> Processing for line 1 has been completed
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases counted in CS157-0001  AND  Open cases counted in CS157-0002  AND  Open cases counted in CS157-0003
	<b>Processing:</b> Report the number of children born out of wedlock in the IV-D caseload in cases open at the end of the fiscal year who have paternity established or acknowledged.
	<b>Output(s):</b> Count obtained from processing. Place number line 6 cell 29 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	

**Constraint(s):**

*the total number of children shall not include any child who is a dependent child by reason of the death of a parent, unless paternity is established for that child*

*the total number of children shall not include... “any child with respect to whom an applicant or recipient is found by the State to qualify for a good cause or other exception to cooperation pursuant to section 454(29*

Include children in both initiating and responding interstate IV-D cases.

A paternity can only be counted once – either when a voluntary acknowledgement is obtained or at the time an order determining paternity is established.

**Emancipated children should only be included in the count of children if the child turned 18 during the reporting year.**

**If any paternity set asides or rescissions were subtracted in Section D, line 16, remember to adjust all applicable line item(s) in Section B.**

A child must only be counted once, regardless of the number of cases they are on.

Counties will include paternities established or acknowledged during the federal fiscal year for cases closed during the federal fiscal year.

Paternity does not have to have been established by the IV-D agency.

**Performance:****External Interface(s):**

<b>Detailed Requirement #:</b> CS157-0030	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> <u>Children in IV-D Cases Open at the End of the Federal Fiscal Year With Paternity Resolved</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b> Output Count < Output Count for CS157-0027 case count
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases counted in CS157-0001  AND  Open cases counted in CS157-0002  AND  Open cases counted in CS157-0003
	<b>Processing:</b> Report the number of children in the IV-D caseload open on the last day of the federal fiscal year with paternity resolved.
	<b>Output(s):</b> Count obtained from processing. Place number line 7 cell 30 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	

**Constraint(s):**

*the total number of children shall not include any child who is a dependent child by reason of the death of a parent, unless paternity is established for that child*

*the total number of children shall not include... “any child with respect to whom an applicant or recipient is found by the State to qualify for a good cause or other exception to cooperation pursuant to section 454(29*

Include children in both initiating and responding interstate IV-D cases.

A paternity can only be counted once – either when a voluntary acknowledgement is obtained or at the time an order determining paternity is established.

**Emancipated children should only be included in the count of children if the child turned 18 during the reporting year.**

**If any paternity set asides or rescissions were subtracted in Section D, line 16, remember to adjust all applicable line item(s) in Section B.**

A child must only be counted once, regardless of the number of cases they are on.

Include all children born within a marriage, legitimized by marriage or adoption and children with paternity established or acknowledged.

**Performance:****External Interface(s):**



<b>Detailed Requirement #:</b> CS157-0031	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> <u>Cases Open at the End of the Federal Fiscal Year Requiring Services to Establish an Order – Current Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases as of September 30 of the federal fiscal year.
	<b>Processing:</b> Report the number of IV-D cases open on the last day of the federal fiscal year that require services to establish a support order.  Only count Current Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 12 cell 31 of Attachment B.
<b>Data Definition(s):</b> Emancipated Child: <b>For the purpose of counting children in this section, only include those children who are under age 18 years. Emancipated children should only be included in the count of children if the child turned 18 during the reporting year. Cases which require modifications do not count on line 12 because an order, for either monetary or medical support, has already been established.</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> In interstate cases both the initiating and responding state report services required.  A parent responsible for the support of children of more than one custodial parent is counted as a separate case for each. Thus, a parent responsible for supporting children of three custodial parents would be counted as three services needed.  Modifications to support orders are not included, except addition of a child to the order.	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0032	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> <u>Cases Open at the End of the Federal Fiscal Year Requiring Services to Establish an Order – Former Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases as of September 30 of the federal fiscal year.
	<b>Processing:</b> Report the number of IV-D cases open on the last day of the federal fiscal year that require services to establish a support order.  Only count Former Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 12 cell 32 of Attachment B.
<b>Data Definition(s):</b> Emancipated Child: <b>For the purpose of counting children in this section, only include those children who are under age 18 years. Emancipated children should only be included in the count of children if the child turned 18 during the reporting year. Cases which require modifications do not count on line 12 because an order, for either monetary or medical support, has already been established.</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> In interstate cases both the initiating and responding state report services required.  A parent responsible for the support of children of more than one custodial parent is counted as a separate case for each. Thus, a parent responsible for supporting children of three custodial parents would be counted as three services needed.  Modifications to support orders are not included, except addition of a child to the order.	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0033	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> <u>Cases Open at the End of the Federal Fiscal Year Requiring Services to Establish an Order – Never Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases as of September 30 of the federal fiscal year.
	<b>Processing:</b> Report the number of IV-D cases open on the last day of the federal fiscal year that require services to establish a support order.  Only count Never Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 12 cell 33 of Attachment B.
<b>Data Definition(s):</b> Emancipated Child: <b>For the purpose of counting children in this section, only include those children who are under age 18 years. Emancipated children should only be included in the count of children if the child turned 18 during the reporting year. Cases which require modifications do not count on line 12 because an order, for either monetary or medical support, has already been established.</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> In interstate cases both the initiating and responding state report services required.  A parent responsible for the support of children of more than one custodial parent is counted as a separate case for each. Thus, a parent responsible for supporting children of three custodial parents would be counted as three services needed.  Modifications to support orders are not included, except addition of a child to the order.	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0034	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> <u>Children Requiring Paternity Determination Services in Cases Open at the End of the Federal Fiscal Year – Current Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases as of September 30 of the federal fiscal year.
	<b>Processing:</b> Report the number of children in cases open on the last day of the federal fiscal year requiring paternity establishment.  Only count Current Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 13 cell 34 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> <p>In interstate cases both the initiating and responding state report services required.</p> <p>Count all children whose paternity has not been established, including children in the process of having paternity established.</p> <p>A parent responsible for the support of children of more than one custodial parent is counted as a separate case for each. Thus, a parent responsible for supporting children of three custodial parents would be counted as three services needed.</p> <p>If there is more than one putative father for a child, count the child only once.</p> <p>A child must only be counted once, regardless of the number of cases they are on.</p>	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0035
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<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> Children Requiring Paternity Determination Services in Cases Open at the End of the Federal Fiscal Year – Former Assistance	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases as of September 30 of the federal fiscal year.
	<b>Processing:</b> Report the number of children in cases open on the last day of the federal fiscal year requiring paternity establishment.  Only count Former Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 13 cell 35 of Attachment B.
<b>Data Definition(s):</b> Emancipated Child: <b>For the purpose of counting children in this section, only include those children who are under age 18 years. Emancipated children should only be included in the count of children if the child turned 18 during the reporting year.</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> <p>In interstate cases, both the initiating and the responding states report the service that either provided.</p> <p>Count all children whose paternity has not been established, including children in the process of having paternity established</p> <p>A parent responsible for the support of children of more than one custodial parent is counted as a separate case for each. Thus, a parent responsible for supporting children of three custodial parents would be counted as three services needed.</p> <p>If there is more than one putative father for a child, count the child only once.</p> <p>A child must only be counted once, regardless of the number of cases they are on.</p>	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0036	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> <u>Children Requiring Paternity Determination Services in Cases Open at the End of the Federal Fiscal Year – Never Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases as of September 30 of the federal fiscal year.
	<b>Processing:</b> Report the number of children in cases open on the last day of the federal fiscal year requiring paternity establishment.  Only count Never Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 13 cell 36 of Attachment B.
<b>Data Definition(s):</b> Emancipated Child: <b>For the purpose of counting children in this section, only include those children who are under age 18 years. Emancipated children should only be included in the count of children if the child turned 18 during the reporting year.</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> <p>In interstate cases both the initiating and responding state report services required.</p> <p>Count all children whose paternity has not been established, including children in the process of having paternity established.</p> <p>A parent responsible for the support of children of more than one custodial parent is counted as a separate case for each. Thus, a parent responsible for supporting children of three custodial parents would be counted as three services needed.</p> <p>If there is more than one putative father for a child, count the child only once.</p> <p>A child must only be counted once, regardless of the number of cases they are on.</p>	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0037	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> <u>Title IV-A Cases Closed During the Federal Fiscal Year Where Child Support Payment Was Received</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases between October 1 and September 30 of the federal fiscal year.
	<b>Processing:</b> Report all cases terminated from CalWORKs/TANF during the federal fiscal year in which there was any child support collected in the month of termination.
	<b>Output(s):</b> Count obtained from processing. Place number line 14 cell 37 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> <p>In interstate cases, both the initiating and the responding states report the service that either provided.</p> <p>Report the information for the federal fiscal year in which the termination notice was received from the IV-A agency, regardless of when the termination actually took place.</p> <p><i>Do not include state-only aided cases.</i></p> <p>Count each case only once.</p>	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0038	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> <u>Children in the IV-D Caseload for Whom Paternity Was Established Judicially During the Federal Fiscal Year – Current Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases between October 1 and September 30 of the federal fiscal year.
	<b>Processing:</b> Report the number of children in cases in the IV-D caseload for whom paternity was established judicially by the IV-D agency during the federal fiscal year.  Only count Current Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 16 cell 38 of Attachment B.
<b>Data Definition(s):</b> Emancipated Child: <b>For the purpose of counting children in this section, only include those children who are under age 18 years. Emancipated children should only be included in the count of children if the child turned 18 during the reporting year.</b>	
<b>Assumption(s):</b> If a paternity determination action includes an order for support, the paternity is counted on Line 16 and the support order is counted on Line 17.	
<b>Constraint(s):</b> <p>In interstate cases, both the initiating and the responding states report the service that either provided.</p> <p>Only include those children who are under age 18 years.</p> <p>However, if a child turned 18 during the reporting year, that child should be included in the count.</p> <p>A paternity established or acknowledged prior to a case's referral to IV-D is not counted in this item.</p> <p>If more than one child is included in a single paternity action, each child is counted separately.</p> <p>A child must only be counted once, regardless of the number of cases they are on.</p> <p>Includes paternity established during the fiscal year for children in cases closed during the fiscal year</p>	
<b>Performance:</b>	



**External Interface(s):**

<b>Detailed Requirement #:</b> CS157-0039	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> <u>Children in the IV-D Caseload for Whom Paternity Was Established Judicially During the Federal Fiscal Year – Former Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases between October 1 and September 30 of the federal fiscal year.
	<b>Processing:</b> Report the number of children in cases in the IV-D caseload for whom paternity was established judicially by the IV-D agency during the federal fiscal year.  Only count Former Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 16 cell 39 of Attachment B.
<b>Data Definition(s):</b> Emancipated Child: <b>For the purpose of counting children in this section, only include those children who are under age 18 years. Emancipated children should only be included in the count of children if the child turned 18 during the reporting year.</b>	
<b>Assumption(s):</b> If a paternity determination action includes an order for support, the paternity is counted on Line 16 and the support order is counted on Line 17.	
<b>Constraint(s):</b> <p>In interstate cases, both the initiating and the responding states report the service that either provided.</p> <p>Only include those children who are under age 18 years.</p> <p>However, if a child turned 18 during the reporting year, that child should be included in the count.</p> <p>A paternity established or acknowledged prior to a case's referral to IV-D is not counted in this item.</p> <p>If more than one child is included in a single paternity action, each child is counted separately.</p> <p>A child must only be counted once, regardless of the number of cases they are on.</p> <p>Includes paternity established during the fiscal year for children in cases closed during the fiscal year</p>	
<b>Performance:</b>	

**External Interface(s):**

<b>Detailed Requirement #:</b> CS157-0040	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> <u>Children in the IV-D Caseload for Whom Paternity Was Established Judicially During the Federal Fiscal Year – Never Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases between October 1 and September 30 of the federal fiscal year.
	<b>Processing:</b> Report the number of children in cases in the IV-D caseload for whom paternity was established judicially by the IV-D agency during the federal fiscal year.  Only count Never Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 16 cell 40 of Attachment B.
<b>Data Definition(s):</b> Emancipated Child: <b>For the purpose of counting children in this section, only include those children who are under age 18 years. Emancipated children should only be included in the count of children if the child turned 18 during the reporting year.</b>	
<b>Assumption(s):</b> If a paternity determination action includes an order for support, the paternity is counted on Line 16 and the support order is counted on Line 17.	
<b>Constraint(s):</b> <p>In interstate cases, both the initiating and the responding states report the service that either provided.</p> <p>Only include those children who are under age 18 years.</p> <p>However, if a child turned 18 during the reporting year, that child should be included in the count.</p> <p>A paternity established or acknowledged prior to a case's referral to IV-D is not counted in this item.</p> <p>If more than one child is included in a single paternity action, each child is counted separately.</p> <p>A child must only be counted once, regardless of the number of cases they are on.</p> <p>Includes paternity established during the fiscal year for children in cases closed during the fiscal year</p>	
<b>Performance:</b>	

**External Interface(s):**

<b>Detailed Requirement #:</b> CS157-0044	
<b>Parent Requirement:</b> CS157-0038	
<b>Requirement Name:</b> Children in the IV-D Caseload for Whom Paternity Was Established Judicially During the Federal Fiscal Year and Who Were Born Out-of-Wedlock <b>in Another State</b> or the <b>State of Birth is Unknown</b> – Current Assistance	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases counted in CS157-0038
	<b>Processing:</b> Report the number of children in the IV-D caseload, born out-of-wedlock in another state and/or the birth state is unknown for whom the IV-D agency established paternity judicially during the federal fiscal year.  Only count Current Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 16b cell 44 of Attachment B.
<b>Data Definition(s):</b> Emancipated Child: <b>For the purpose of counting children in this section, only include those children who are under age 18 years. Emancipated children should only be included in the count of children if the child turned 18 during the reporting year.</b>	
<b>Assumption(s):</b> If a paternity determination action includes an order for support, the paternity is counted on Line 16 and the support order is counted on Line 17.	
<b>Constraint(s):</b> Only include those children who are under age 18 years.  However, if a child turned 18 during the reporting year, that child should be included in the count.  A paternity established or acknowledged prior to a case's referral to IV-D is not counted in this item.  If more than one child is included in a single paternity action, each child is counted separately.  A child must only be counted once, regardless of the number of cases they are on.	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0045	
<b>Parent Requirement:</b> CS157-0039	
<b>Requirement Name:</b> <u>Children in the IV-D Caseload for Whom Paternity Was Established Judicially During the Federal Fiscal Year and Who Were Born Out-of-Wedlock in Another State or the State of Birth is Unknown – Former Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases counted in CS157-0039
	<b>Processing:</b> Report the number of children in the IV-D caseload, born out-of-wedlock in another state and/or the birth state is unknown for whom the IV-D agency established paternity judicially during the federal fiscal year.  Only count <u>Former Assistance</u> cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 16b cell 45 of Attachment B.
<b>Data Definition(s):</b> Emancipated Child: <b>For the purpose of counting children in this section, only include those children who are under age 18 years. Emancipated children should only be included in the count of children if the child turned 18 during the reporting year.</b>	
<b>Assumption(s):</b> If a paternity determination action includes an order for support, the paternity is counted on Line 16 and the support order is counted on Line 17.	
<b>Constraint(s):</b> Only include those children who are under age 18 years. However, if a child turned 18 during the reporting year, that child should be included in the count.  A paternity established or acknowledged prior to a case's referral to IV-D is not counted in this item.  If more than one child is included in a single paternity action, each child is counted separately.  A child must only be counted once, regardless of the number of cases they are on.	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0046	
<b>Parent Requirement:</b> CS157-0040	
<b>Requirement Name:</b> Children in the IV-D Caseload for Whom Paternity Was Established Judicially During the Federal Fiscal Year and Who Were Born Out-of-Wedlock <b>in Another State</b> or the <b>State of Birth is Unknown</b> – Never Assistance	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases counted in CS157-0040
	<b>Processing:</b> Report the number of children in the IV-D caseload, born out-of-wedlock in another state and/or the birth state is unknown for whom the IV-D agency established paternity judicially during the federal fiscal year.  Only count Never Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 16b cell 46 of Attachment B.
<b>Data Definition(s):</b> Emancipated Child: <b>For the purpose of counting children in this section, only include those children who are under age 18 years. Emancipated children should only be included in the count of children if the child turned 18 during the reporting year.</b>	
<b>Assumption(s):</b> If a paternity determination action includes an order for support, the paternity is counted on Line 16 and the support order is counted on Line 17.	
<b>Constraint(s):</b> Only include those children who are under age 18 years.  However, if a child turned 18 during the reporting year, that child should be included in the count.  A paternity established or acknowledged prior to a case's referral to IV-D is not counted in this item.  If more than one child is included in a single paternity action, each child is counted separately.  A child must only be counted once, regardless of the number of cases they are on.	
<b>Performance:</b>	
<b>External Interface(s):</b>	



<b>Detailed Requirement #:</b> CS157-83	
<b>Parent Requirement:</b> CS157-38	
<b>Requirement Name:</b> Children in the IV-D Caseload for Whom Paternity Was Established During the Federal Fiscal Year Using the County Judicial System <b>and</b> a Match Was Found in the Statewide POP Database. – Current Assistance	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases counted in CS157-0038
	<b>Processing:</b> Report the number of children in the IV-D caseload for whom paternity was established by the IV-D agency using the county court system <b>and</b> a match was found in the statewide POP database during the federal fiscal year.  Only count Current Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 16c cell 47 of Attachment B.
<b>Data Definition(s):</b> Emancipated Child: <b>For the purpose of counting children in this section, only include those children who are under age 18 years. Emancipated children should only be included in the count of children if the child turned 18 during the reporting year.</b>	
<b>Assumption(s):</b> If a paternity determination action includes an order for support, the paternity is counted on Line 16 and the support order is counted on Line 17.	
<b>Constraint(s):</b> Only include those children who are under age 18 years.  However, if a child turned 18 during the reporting year, that child should be included in the count.  A paternity established or acknowledged prior to a case’s referral to IV-D is not counted in this item.  If more than one child is included in a single paternity action, each child is counted separately.  A child must only be counted once, regardless of the number of cases they are on.	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-84	
<b>Parent Requirement:</b> CS157-39	
<b>Requirement Name:</b> Children in the IV-D Caseload for Whom Paternity Was Established During the Federal Fiscal Year Using the County Judicial System <b>and</b> a Match Was Found in the Statewide POP Database. – Former Assistance	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases counted in CS157-0039
	<b>Processing:</b> Report the number of children in the IV-D caseload for whom paternity was established by the IV-D agency using the county court system <b>and</b> a match was found in the statewide POP database during the federal fiscal year.  Only count Former Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 16c cell 48 of Attachment B.
<b>Data Definition(s):</b> Emancipated Child: <b>For the purpose of counting children in this section, only include those children who are under age 18 years. Emancipated children should only be included in the count of children if the child turned 18 during the reporting year.</b>	
<b>Assumption(s):</b> If a paternity determination action includes an order for support, the paternity is counted on Line 16 and the support order is counted on Line 17.	
<b>Constraint(s):</b> Only include those children who are under age 18 years.  However, if a child turned 18 during the reporting year, that child should be included in the count.  A paternity established or acknowledged prior to a case’s referral to IV-D is not counted in this item.  If more than one child is included in a single paternity action, each child is counted separately.  A child must only be counted once, regardless of the number of cases they are on.	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-85	
<b>Parent Requirement:</b> CS157-40	
<b>Requirement Name:</b> <u>Children in the IV-D Caseload for Whom Paternity Was Established During the Federal Fiscal Year Using the County Judicial System <b>and</b> a Match Was Found in the Statewide POP Database – Never Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases counted in CS157-0040
	<b>Processing:</b> Report the number of children in the IV-D caseload for whom paternity was established by the IV-D agency using the county court system <b>and</b> a match was found in the statewide POP database during the federal fiscal year.  Only count Never Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 16c cell 49 of Attachment B.
<b>Data Definition(s):</b> Emancipated Child: <b>For the purpose of counting children in this section, only include those children who are under age 18 years. Emancipated children should only be included in the count of children if the child turned 18 during the reporting year.</b>	
<b>Assumption(s):</b> If a paternity determination action includes an order for support, the paternity is counted on Line 16 and the support order is counted on Line 17.	
<b>Constraint(s):</b> Only include those children who are under age 18 years.  However, if a child turned 18 during the reporting year, that child should be included in the count.  A paternity established or acknowledged prior to a case’s referral to IV-D is not counted in this item.  If more than one child is included in a single paternity action, each child is counted separately.  A child must only be counted once, regardless of the number of cases they are on.	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0047	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> Cases With Support Orders Established During the Federal Fiscal Year – Current Assistance	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases between October 1 and September 30 of the federal fiscal year.
	<b>Processing:</b> Report the number of cases in which support orders were established by the IV-D agency during the federal fiscal year.  Only count Current Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 17 cell 50 of Attachment B.
<b>Data Definition(s):</b> <b>Cases which require modification do not count on line 17 because an order, for either monetary or medical support, has already been established.</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> <p>In interstate cases, both the initiating and the responding states report the service that either provided.</p> <p>Do not include cases where the child is 18 years or older.</p> <p>However, if a child turned 18 during the reporting year, that case should be included in the count.</p> <p>Include support orders established for medical support only or health insurance only under Never Assistance, column (d).</p> <p>A support order established before the case became an IV-D case is <u>not</u> included on this line.</p> <p><i>Do NOT include modifications to existing orders unless the order is being supplemented to include new children not subject to the previous order.</i></p> <p>A single support order for payment of current support and arrearages is counted as the establishment of one support order. Likewise, if an order includes medical support and child support, it should be counted only once.</p> <p><i>Include orders established for temporary support. When the temporary order becomes permanent, it should NOT be counted again. Temporary Support Orders are to be included in all current support order counts, including counts for case inventory and establishing a support order.</i></p>	

Modifications to existing order only counted if adding a new child.
<b>Performance:</b>
<b>External Interface(s):</b>

<b>Detailed Requirement #:</b> CS157-0048	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> Cases With Support Orders Established During the Federal Fiscal Year – Former Assistance	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases between October 1 and September 30 of the federal fiscal year.
	<b>Processing:</b> Report the number of cases in which support orders were established by the IV-D agency during the federal fiscal year.  Only count Former Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 17 cell 51 of Attachment B.
<b>Data Definition(s):</b> <b>Cases which require modification do not count on line 17 because an order, for either monetary or medical support, has already been established.</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> <p>In interstate cases, both the initiating and the responding states report the service that either provided.</p> <p>Do not include cases where the child is 18 years or older.</p> <p>However, if a child turned 18 during the reporting year, that case should be included in the count.</p> <p>Include support orders established for medical support only or health insurance only under Never Assistance, column (d).</p> <p>A support order established before the case became an IV-D case is <u>not</u> included on this line.</p> <p><i>Do NOT include modifications to existing orders unless the order is being supplemented to include new children not subject to the previous order.</i></p> <p>A single support order for payment of current support and arrearages is counted as the establishment of one support order. Likewise, if an order includes medical support and child support, it should be counted only once.</p> <p><i>Include orders established for temporary support. When the temporary order becomes permanent, it should NOT be counted again. Temporary Support Orders are to be included in all current support order counts, including counts for case inventory and establishing a support order.</i></p>	

Modifications to existing order only counted if adding a new child.
<b>Performance:</b>
<b>External Interface(s):</b>

<b>Detailed Requirement #:</b> CS157-0049	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> Cases With Support Orders Established During the Federal Fiscal Year – Never Assistance	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases between October 1 and September 30 of the federal fiscal year.
	<b>Processing:</b> Report the number of cases in which support orders were established by the IV-D agency during the federal fiscal year.  Only count Never Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 17 cell 52 of Attachment B.
<b>Data Definition(s):</b> <b>Cases which require modification do not count on line 17 because an order, for either monetary or medical support, has already been established.</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> <p>In interstate cases, both the initiating and the responding states report the service that either provided.</p> <p>Do not include cases where the child is 18 years or older.</p> <p>However, if a child turned 18 during the reporting year, that case should be included in the count.</p> <p>Include support orders established for medical support only or health insurance only under Never Assistance, column (d).</p> <p>A support order established before the case became an IV-D case is <u>not</u> included on this line.</p> <p><i>Do NOT include modifications to existing orders unless the order is being supplemented to include new children not subject to the previous order.</i></p> <p>A single support order for payment of current support and arrearages is counted as the establishment of one support order. Likewise, if an order includes medical support and child support, it should be counted only once.</p> <p><i>Include orders established for temporary support. When the temporary order becomes permanent, it should NOT be counted again. Temporary Support Orders are to be included in all current support order counts, including counts for case inventory and establishing a support order.</i></p>	



Modifications to existing order only counted if adding a new child.
<b>Performance:</b>
<b>External Interface(s):</b>

<b>Detailed Requirement #:</b> CS157-0050	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> <u>Cases With Collections During the Federal Fiscal Year – Current Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases between October 1 and September 30 of the federal fiscal year.
	<b>Processing:</b> Report the number of cases for which at least one collection was made during the federal fiscal year.  Only count Current Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 18 cell 53 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> <p>In interstate cases, both the initiating and the responding states report the service that either provided.</p> <p>Cases are counted where they sit at the time the report is due</p> <p><u>Each case should be counted only once (once the first collection is made even if it is an IRS tax intercept), regardless of the number of collections made for that case during the federal fiscal year.</u> For example, if a tax refund offset collection was made during the fiscal year, as well as a regular collection, report one case with a collection. Include cases where no support order is established but a voluntary payment was made.</p>	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0051	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> Cases With Collections During the Federal Fiscal Year – Former Assistance	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases between October 1 and September 30 of the federal fiscal year.
	<b>Processing:</b> Report the number of cases for which at least one collection was made during the federal fiscal year.  Only count Former Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 18 cell 54 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> <p>In interstate cases, both the initiating and the responding states report the service that either provided.</p> <p>Cases are counted where they sit at the time the report is due</p> <p><u>Each case should be counted only once (once the first collection is made even if it is an IRS tax intercept), regardless of the number of collections made for that case during the federal fiscal year.</u> For example, if a tax refund offset collection was made during the fiscal year, as well as a regular collection, report one case with a collection. Include cases where no support order is established but a voluntary payment was made.</p>	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0052	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> Cases With Collections During the Federal Fiscal Year – Never Assistance	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases between October 1 and September 30 of the federal fiscal year.
	<b>Processing:</b> Report the number of cases for which at least one collection was made during the federal fiscal year.  Only count Never Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 18 cell 55 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> <p>In interstate cases, both the initiating and the responding states report the service that either provided.</p> <p>Cases are counted where they sit at the time the report is due</p> <p><u>Each case should be counted only once (once the first collection is made even if it is an IRS tax intercept), regardless of the number of collections made for that case during the federal fiscal year.</u> For example, if a tax refund offset collection was made during the fiscal year, as well as a regular collection, report one case with a collection. Include cases where no support order is established but a voluntary payment was made.</p>	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0053	
<b>Parent Requirement:</b> CS157-0050	
<b>Requirement Name:</b> <u>Interstate Cases Received From Another State With Collections During the Federal Fiscal Year – Current Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b> Output Count < Output Count for CS157-0050 case count
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases counted in CS157-0050
	<b>Processing:</b> Report the number of interstate cases received from another state for which at least one collection was made during the federal fiscal year.  Only count Current Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 18a cell 56 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> Each case should be counted only once ( <i>once the first collection is made even if it is an IRS tax intercept</i> ), regardless of the number of collections made for that case during the federal fiscal year.	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0054	
<b>Parent Requirement:</b> CS157-0051	
<b>Requirement Name:</b> <u>Interstate Cases Received From Another State With Collections During the Federal Fiscal Year – Former Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b> Output Count < Output Count for CS157-0051 case count
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases counted in CS157-0051
	<b>Processing:</b> Report the number of interstate cases received from another state for which at least one collection was made during the federal fiscal year. .  Only count Former Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 18a cell 57 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> <u>Each case should be counted only once (<i>once the first collection is made even if it is an IRS tax intercept</i>), regardless of the number of collections made for that case during the federal fiscal year.</u>	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0055	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> <u>Interstate Cases Received From Another State With Collections During the Federal Fiscal Year – Never Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b> Output Count < Output Count for CS157-0052 case count
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases counted in CS157-0052
	<b>Processing:</b> Report the number of interstate cases received from another state for which at least one collection was made during the federal fiscal year.  Only count Never Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 18a cell 58 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> <u>Each case should be counted only once (<i>once the first collection is made even if it is an IRS tax intercept</i>), regardless of the number of collections made for that case during the federal fiscal year.</u>	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0056	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> <u>Cases Sent to Another State During the Federal Fiscal Year – Current Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases between October 1 and September 30 of the federal fiscal year.
	<b>Processing:</b> Report the number of interstate cases sent to another state during the federal fiscal year.  Only count Current Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 19 cell 59 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> <p>This is the number of cases for which referrals were made not the actual number of requests made with respect to a particular case. For example, if referrals were sent to multiple states for the same case, count the case only once.</p> <p>Report a case if there has been an interstate case submittal for location, establishment of paternity or support order, enforcement of support, or any other IV-D activity.</p>	
<b>Performance:</b>	
<b>External Interface(s):</b>	



<b>Detailed Requirement #:</b> CS157-0057	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> <u>Cases Sent to Another State During the Federal Fiscal Year – Former Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases between October 1 and September 30 of the federal fiscal year.
	<b>Processing:</b> Report the number of interstate cases sent to another state during the federal fiscal year.  Only count <u>Former Assistance</u> cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 19 cell 60 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> <p>This is the number of cases for which referrals were made not the actual number of requests made with respect to a particular case. For example, if referrals were sent to multiple states for the same case, count the case only once.</p> <p>Report a case if there has been an interstate case submittal for location, establishment of paternity or support order, enforcement of support, or any other IV-D activity.</p>	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0058	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> <u>Cases Sent to Another State During the Federal Fiscal Year – Never Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases between October 1 and September 30 of the federal fiscal year.
	<b>Processing:</b> Report the number of interstate cases sent to another state during the federal fiscal year.  Only count <u>Never Assistance</u> cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 19 cell 61 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> <p>This is the number of cases for which referrals were made not the actual number of requests made with respect to a particular case. For example, if referrals were sent to multiple states for the same case, count the case only once.</p> <p>Report a case if there has been an interstate case submittal for location, establishment of paternity or support order, enforcement of support, or any other IV-D activity.</p>	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0059	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> <u>Cases Received From Another State During the Federal Fiscal Year – Current Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases between October 1 and September 30 of the federal fiscal year.
	<b>Processing:</b> Report the number of interstate cases received from another state during the federal fiscal year.  Only count <u>Current Assistance</u> cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 20 cell 62 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> Each case should be counted only once, regardless of the number of requests received for one case during the federal fiscal year.	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0060	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> <u>Cases Received From Another State During the Federal Fiscal Year – Former Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases between October 1 and September 30 of the federal fiscal year.
	<b>Processing:</b> Report the number of interstate cases received from another state during the federal fiscal year.  Only count <u>Former Assistance</u> cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 20 cell 63 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> Each case should be counted only once, regardless of the number of requests received for one case during the federal fiscal year.	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0061	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> <u>Cases Received From Another State During the Federal Fiscal Year – Never Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases between October 1 and September 30 of the federal fiscal year.
	<b>Processing:</b> Report the number of interstate cases received from another state during the federal fiscal year.  Only count <u>Never Assistance</u> cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 20 cell 64 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> Each case should be counted only once, regardless of the number of requests received for one case during the federal fiscal year.	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0062	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> <u>Cases Where Medical Support is Ordered</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases as of September 30 of the federal fiscal year.
	<b>Processing:</b> Report the number of cases open on the last day of the federal fiscal year for which medical support is ordered to be paid.
	<b>Output(s):</b> Count obtained from processing. Place number line 21 cell 65 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>  Medical Support also includes cash payments to be used for health insurance and health care.	
<b>Constraint(s):</b> This support may be provided by either the custodial or the non-custodial parent.  Cases where a child has emancipated prior to the end of the fiscal year are not to be reported.  Cases involving arrears only are to be included in the count.  This includes cash medical support amount and/or health insurance coverage.  Include cases where either the custodial or the non-custodial parent is <u>ordered</u> to provide the medical support.	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0063	
<b>Parent Requirement:</b> CS157-0062	
<b>Requirement Name:</b> <u>Cases Where Health Insurance is Ordered</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b> Output Count < Output Count for CS157-0062 case count
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases counted in CS157-0062
	<b>Processing:</b> Report the number of cases open on the last day of the federal fiscal year where health insurance is ordered and cases with orders where health insurance is addressed.
	<b>Output(s):</b> Count obtained from processing. Place number line 22 cell 66 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> Do <u>not</u> include orders for cash medical support (where there is no health insurance policy).  Include all cases with orders where health insurance is addressed.  States will exclude cases where the unavailability of health insurance at reasonable cost is confirmed. Reasonable cost will be determined using the federal guidelines for reasonable cost.	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0064	
<b>Parent Requirement:</b> CS157-0063	
<b>Requirement Name:</b> <u>Cases Where Health Insurance is Provided as Ordered</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b> Output Count < Output Count for CS157-0063 case count
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases counted in CS157-0063
	<b>Processing:</b> Report the number of cases open on the last day of the federal fiscal year on Line 22 for which health insurance was actually provided as stated in the order.
	<b>Output(s):</b> Count obtained from processing. Place number line 23 cell 67 of Attachment B.
<b>Data Definition(s):</b> <i>The insurance must be provided as stated in the order. If the order states a certain parent must provide the medical support, the case can only be included in the count if that parent actually provides the medical support.</i>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> Count only one order per case.  Do not include Medi-Cal and cash medical support (where there is no health insurance coverage).	
<b>Performance:</b>	
<b>External Interface(s):</b>	



<b>Detailed Requirement #:</b> CS157-0065	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> <u>Total Amount of Current Support Due for the Federal Fiscal Year – Current Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases between October 1 and September 30 of the federal fiscal year.
	<b>Processing:</b> Report the total amount of current support due for the federal fiscal year for all IV-D cases.  Count only Current Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 24 cell 68 of Attachment B.
<b>Data Definition(s):</b> For purposes of this report, distributed means disbursed collections.	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> <p>These amounts should be computed monthly at the end of each month as point in time and the total of all months reported at the end of the federal fiscal year.</p> <p>Include cash medical support payments and support due in cases that closed during the federal fiscal year.</p> <p>Report amounts due and distributed for both initiating and responding interstate cases. If the initiating state has no order within the state, but there is an order in a responding state, the initiating state should report the amount due in the other state.</p> <p>If there is an order in both the initiating and responding states, each IV-D agency should report consistent with its own order.</p> <p><i>Amounts due for spousal support, childcare, medical support, and other cash payments should be included in the amounts reported</i></p> <p>Include any voluntary collections in current amount due.</p> <p>Do not include current amounts due on arrears.</p>	
<b>Performance:</b>	

**External Interface(s):**

<b>Detailed Requirement #:</b> CS157-0066	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> <u>Total Amount of Current Support Due for the Federal Fiscal Year – Former Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases between October 1 and September 30 of the federal fiscal year.
	<b>Processing:</b> Report the total amount of current support due for the federal fiscal year for all IV-D cases.  Count only Former Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 24 cell 69 of Attachment B.
<b>Data Definition(s):</b> For purposes of this report, distributed means disbursed collections.	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> <p>These amounts should be computed monthly at the end of each month as point in time and the total of all months reported at the end of the federal fiscal year.</p> <p>Include cash medical support payments and support due in cases that closed during the federal fiscal year.</p> <p>Report amounts due and distributed for both initiating and responding interstate cases. If the initiating state has no order within the state, but there is an order in a responding state, the initiating state should report the amount due in the other state.</p> <p>If there is an order in both the initiating and responding states, each IV-D agency should report consistent with its own order.</p> <p><i>Amounts due for spousal support, childcare, medical support, and other cash payments should be included in the amounts reported</i></p> <p>Include any voluntary collections in current amount due.</p> <p>Do not include current amounts due on arrears.</p>	
<b>Performance:</b>	

**External Interface(s):**

<b>Detailed Requirement #:</b> CS157-0067	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> Total Amount of Current Support Due for the Federal Fiscal Year – Never Assistance	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases between October 1 and September 30 of the federal fiscal year.
	<b>Processing:</b> Report the total amount of current support due for the federal fiscal year for all IV-D cases.  Count only Never Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 24 cell 70 of Attachment B.
<b>Data Definition(s):</b> For purposes of this report, distributed means disbursed collections.	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> <p>These amounts should be computed monthly at the end of each month as point in time and the total of all months reported at the end of the federal fiscal year.</p> <p>Include cash medical support payments and support due in cases that closed during the federal fiscal year.</p> <p>Report amounts due and distributed for both initiating and responding interstate cases. If the initiating state has no order within the state, but there is an order in a responding state, the initiating state should report the amount due in the other state.</p> <p>If there is an order in both the initiating and responding states, each IV-D agency should report consistent with its own order.</p> <p><i>Amounts due for spousal support, childcare, medical support, and other cash payments should be included in the amounts reported</i></p> <p>Include any voluntary collections in current amount due.</p> <p>Do not include current amounts due on arrears.</p>	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0068	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> <u>Total Amount of Support Distributed as Current Support During the Federal Fiscal Year – Current Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases between October 1 and September 30 of the federal fiscal year.
	<b>Processing:</b> Report the total amount of support distributed as current support during the federal fiscal year for all IV-D cases.  Count only Current Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 25 cell 71 of Attachment B.
<b>Data Definition(s):</b> For purposes of this report, distributed means disbursed collections.	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> <p>These amounts should be computed monthly at the end of each month as point in time and the total of all months reported at the end of the federal fiscal year.</p> <p>Include cash medical support payments and support due in cases that closed during the federal fiscal year.</p> <p>Report amounts due and distributed for both initiating and responding interstate cases. If the initiating state has no order within the state, but there is an order in a responding state, the initiating state should report the amount due in the other state.</p> <p>If there is an order in both the initiating and responding states, each IV-D agency should report consistent with its own order.</p> <p><i>Distributions for spousal support, childcare, medical support, and other cash payments should be included in the amounts reported</i></p> <p>Voluntary payments are considered current support and should be reported even though there is no order to require payments.</p>	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0069	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> <u>Total Amount of Support Distributed as Current Support During the Federal Fiscal Year – Former Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases between October 1 and September 30 of the federal fiscal year.
	<b>Processing:</b> Report the total amount of support distributed as current support during the federal fiscal year for all IV-D cases.  Count only Former Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 25 cell 72 of Attachment B.
<b>Data Definition(s):</b> For purposes of this report, distributed means disbursed collections.	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> <p>These amounts should be computed monthly at the end of each month as point in time and the total of all months reported at the end of the federal fiscal year.</p> <p>Include cash medical support payments and support due in cases that closed during the federal fiscal year.</p> <p>Report amounts due and distributed for both initiating and responding interstate cases. If the initiating state has no order within the state, but there is an order in a responding state, the initiating state should report the amount due in the other state.</p> <p>If there is an order in both the initiating and responding states, each IV-D agency should report consistent with its own order.</p> <p><i>Distributions for spousal support, childcare, medical support, and other cash payments should be included in the amounts reported</i></p> <p>Voluntary payments are considered current support and should be reported even though there is no order to require payments.</p>	
<b>Performance:</b>	

**External Interface(s):**



<b>Detailed Requirement #:</b> CS157-0070	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> Total Amount of Support Distributed as Current Support During the Federal Fiscal Year – Never Assistance	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases between October 1 and September 30 of the federal fiscal year.
	<b>Processing:</b> Report the total amount of support distributed as current support during the federal fiscal year for all IV-D cases.  Count only Never Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 25 cell 73 of Attachment B.
<b>Data Definition(s):</b> For purposes of this report, distributed means disbursed collections.	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> <p>These amounts should be computed monthly at the end of each month as point in time and the total of all months reported at the end of the federal fiscal year.</p> <p>Include cash medical support payments and support due in cases that closed during the federal fiscal year.</p> <p>Report amounts due and distributed for both initiating and responding interstate cases. If the initiating state has no order within the state, but there is an order in a responding state, the initiating state should report the amount due in the other state.</p> <p>If there is an order in both the initiating and responding states, each IV-D agency should report consistent with its own order.</p> <p><i>Distributions for spousal support, childcare, medical support, and other cash payments should be included in the amounts reported</i></p> <p>Voluntary payments are considered current support and should be reported even though there is no order to require payments.</p>	
<b>Performance:</b>	

**External Interface(s):**

<b>Detailed Requirement #:</b> CS157-0071	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> Total Amount of Arrears Due for <b>All</b> Fiscal Years Including Interest – Current Assistance	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases as of September 30 of the federal fiscal year.
	<b>Processing:</b> Report the total amount of arrears due and unpaid interest for the federal fiscal year <u>for all fiscal years including</u> the fiscal year covered by this report.  Count only Current Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 26 cell 74 of Attachment B.
<b>Data Definition(s):</b> For purposes of this report, distributed means disbursed collections.	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> <p>Include cash medical support payments and support due in cases that closed during the federal fiscal year.</p> <p>Report amounts due for both initiating and responding interstate cases. If the initiating state has no order within the state, but there is an order in a responding state, the initiating state should report the amount due in the other state.</p> <p>If there is an order in both the initiating and responding states, each IV-D agency should report consistent with its own order.</p> <p><i>Arrears for spousal support, childcare, medical support, and other cash payments should be included in the amounts reported</i></p> <p>Interests and penalties on arrearages will be included.</p>	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0072	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> Total Amount of Arrears Due for <b>All</b> Fiscal Years Including Interest – Former Assistance	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases as of September 30 of the federal fiscal year.
	<b>Processing:</b> Report the total amount of arrears due and unpaid interest for the federal fiscal year <u>for all fiscal years including</u> the fiscal year covered by this report. Count only Former Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 26 cell 75 of Attachment B.
<b>Data Definition(s):</b> For purposes of this report, distributed means disbursed collections.	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> <p>Include cash medical support payments and support due in cases that closed during the federal fiscal year.</p> <p>Report amounts due for both initiating and responding interstate cases. If the initiating state has no order within the state, but there is an order in a responding state, the initiating state should report the amount due in the other state.</p> <p>If there is an order in both the initiating and responding states, each IV-D agency should report consistent with its own order.</p> <p><i>Arrears for spousal support, childcare, medical support, and other cash payments should be included in the amounts reported</i></p> <p>Interests and penalties on arrearages will be included.</p>	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0073	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> Total Amount of Arrears Due for <b>All</b> Fiscal Years Including Interest – Never Assistance	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases as of September 30 of the federal fiscal year.
	<b>Processing:</b> Report the total amount of arrears due and unpaid interest for the federal fiscal year <u>for all fiscal years including</u> the fiscal year covered by this report.  Count only Never Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 26 cell 76 of Attachment B.
<b>Data Definition(s):</b> For purposes of this report, distributed means disbursed collections.	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> <p>Include cash medical support payments and support due in cases that closed during the federal fiscal year.</p> <p>Report amounts due for both initiating and responding interstate cases. If the initiating state has no order within the state, but there is an order in a responding state, the initiating state should report the amount due in the other state.</p> <p>If there is an order in both the initiating and responding states, each IV-D agency should report consistent with its own order.</p> <p><i>Arrears for spousal support, childcare, medical support, and other cash payments should be included in the amounts reported</i></p> <p>Interests and penalties on arrearages will be included.</p>	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0074	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> <u>Total Amount of Support Distributed as Arrears and Interest During the Federal Fiscal Year – Current Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases between October 1 and September 30 of the federal fiscal year.
	<b>Processing:</b> Report the total amount of support distributed as arrearages and interest during the federal fiscal year.  Count only Current Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 27 cell 77 of Attachment B.
<b>Data Definition(s):</b> For purposes of this report, distributed means disbursed collections.	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> <p>These amounts should be computed monthly at the end of each month as point in time and the total of all months reported at the end of the federal fiscal year.</p> <p>Include cash medical support payments and support due in cases that closed during the federal fiscal year.</p> <p>Report amounts due and distributed for both initiating and responding interstate cases. If the initiating state has no order within the state, but there is an order in a responding state, the initiating state should report the amount due in the other state.</p> <p>If there is an order in both the initiating and responding states, each IV-D agency should report consistent with its own order.</p> <p><i>Distributions for spousal support, childcare, medical support, and other cash payments should be included in the amounts reported</i></p> <p>The amounts reported should include judgments ordered and paid this federal fiscal year for prior years support.</p>	
<b>Performance:</b>	

**External Interface(s):**

<b>Detailed Requirement #:</b> CS157-0075	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> <u>Total Amount of Support Distributed as Arrears and Interest During the Federal Fiscal Year – Former Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases between October 1 and September 30 of the federal fiscal year.
	<b>Processing:</b> Report the total amount of support distributed as arrearages and interest during the federal fiscal year.  Count only Former Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 27 cell 78 of Attachment B.
<b>Data Definition(s):</b> For purposes of this report, distributed means disbursed collections.	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> <p>These amounts should be computed monthly at the end of each month as point in time and the total of all months reported at the end of the federal fiscal year.</p> <p>Include cash medical support payments and support due in cases that closed during the federal fiscal year.</p> <p>Report amounts due and distributed for both initiating and responding interstate cases. If the initiating state has no order within the state, but there is an order in a responding state, the initiating state should report the amount due in the other state.</p> <p>If there is an order in both the initiating and responding states, each IV-D agency should report consistent with its own order.</p> <p><i>Distributions for spousal support, childcare, medical support, and other cash payments should be included in the amounts reported</i></p> <p>The amounts reported should include judgments ordered and paid this federal fiscal year for prior years support.</p>	
<b>Performance:</b>	



**External Interface(s):**

<b>Detailed Requirement #:</b> CS157-0076	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> <u>Total Amount of Support Distributed as Arrears and Interest During the Federal Fiscal Year – Never Assistance</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases between October 1 and September 30 of the federal fiscal year.
	<b>Processing:</b> Report the total amount of support distributed as arrearages and interest during the federal fiscal year.  Count only Never Assistance cases.
	<b>Output(s):</b> Count obtained from processing. Place number line 27 cell 79 of Attachment B.
<b>Data Definition(s):</b> For purposes of this report, distributed means disbursed collections.	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> <p>These amounts should be computed monthly at the end of each month as point in time and the total of all months reported at the end of the federal fiscal year.</p> <p>Include cash medical support payments and support due in cases that closed during the federal fiscal year.</p> <p>Report amounts due and distributed for both initiating and responding interstate cases. If the initiating state has no order within the state, but there is an order in a responding state, the initiating state should report the amount due in the other state.</p> <p>If there is an order in both the initiating and responding states, each IV-D agency should report consistent with its own order.</p> <p><i>Distributions for spousal support, childcare, medical support, and other cash payments should be included in the amounts reported</i></p> <p>The amounts reported should include judgments ordered and paid this federal fiscal year for prior years support.</p>	
<b>Performance:</b>	

**External Interface(s):**

<b>Detailed Requirement #:</b> CS157-0077	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> Cases with Arrears Due During the Federal Fiscal Year	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases between October 1 and September 30 of the federal fiscal year.
	<b>Processing:</b> Report the number of cases with arrears due during the federal fiscal year. Include cases closed during the federal fiscal year with arrearages.
	<b>Output(s):</b> Count obtained from processing. Place number line 28 cell 80 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> Count each case only once.  Include cases with cash medical support payments and support due that closed during the federal fiscal year.  Report cases with amounts due and distributed for both initiating and responding interstate cases.  If there is an order in both the initiating and responding states, each IV-D agency should report consistent with its own order.  <i>Cases with arrears due for spousal support, childcare, medical support, and other cash payments should be included in the counts</i>  <b>For purposes of counting cases owing arrears, an arrearage occurs the month the payment for current support is missed (does <u>not</u> require court ordered payments for the past-due support).</b>  <b>Include cases <u>with</u> a court ordered payment for arrears due.</b>	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0078	
<b>Parent Requirement:</b> CS157-0077	
<b>Requirement Name:</b> <u>Cases Paying Toward Arrears During the Federal Fiscal Year</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b> Output Count < Output Count for CS157-0077 case count
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases counted in CS157-0077
	<b>Processing:</b> report the number of cases for which at least one payment was made toward the arrears during the federal fiscal year.
	<b>Output(s):</b> Count obtained from processing. Place number line 29 cell 81 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> <p>Report the total number of IV-D cases in which payments of past-due child support from any source were received during the federal fiscal year and part or all of the payments were distributed to the family to which the past-due child support was owed (or, if all past-due child support owed to the family was, at the time of receipt, subject to an assignment to the state, part or all of the payments were retained by the state). In other words, count those cases where all of the past-due support was <i>disbursed to</i> the family because all support was owed to the family, or all of the past-due support was retained by the State because all support was <i>assigned to</i> the State.</p> <p>However, if some of the past due support was assigned to the State <i>and some</i> was owed to the family, only count those cases where some of the support actually was disbursed to the family.</p> <p>This means that in never assistance cases, all payments go to the family, so States should count all cases with any payments applied to past-due support and paid to the family. In current assistance cases, all support is assigned to the State, so States should count all cases with payments applied to past-due support and retained by the State. However, in former assistance cases, if some past-due support was owed to the family at the time of the collection, States can only count the case if some of the collection was applied to past-due support and paid to the family.</p>	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0079	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> <u>Full-time Equivalent Employees of Local Title IV-D</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b> Count must not include any staff accounted for in CS157-0080.
<b>Business Function(s):</b>	<b>Input(s):</b> Staff roster as of September 30 of the federal fiscal year.
	<b>Processing:</b> Report the number of FTE local county child support agency staff employed by the IV-D agency on the last day of September.
	<b>Output(s):</b> Count obtained from processing. Place number line 30 cell 82 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> <p>Report the number of staff employed on the last working day of September of the federal fiscal year.</p> <p>Report those number in full-time equivalent (FTE) figures (divide the total number of hours for each part time position by all part-time staff by 2080 hours). Example: 2 part time position, 1 at 10 hours per week and 1 at 20 hours per week. The calculation would be;</p> <p style="padding-left: 40px;">part time position 1 = (10 * 52) = 520 hours part time position 2 = (20 * 52 = 1040 hours</p> <p style="padding-left: 40px;">FTE = (520 + 1040) / 2080 = 0.75 FTE</p> <p>This makes staffing figures reported by counties with varying staffing patterns comparable.</p> <p>Part time staff positions which are being filled by contracted personnel are not to be included in this count.</p> <p>Do not include any staff working under cooperative agreements (see line 32).</p>	
<b>Performance:</b>	
<b>External Interface(s):</b> <p>This information will not be in flat file provided by the interim system.</p>	

<b>Detailed Requirement #:</b> CS157-0080	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> Full-time Equivalent Employees Cooperative Agreement/Purchase Agreement	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b> Count must not include any staff accounted for in CS157-0079.
<b>Business Function(s):</b>	<b>Input(s):</b> Staff roster as of September 30 of the federal fiscal year.
	<b>Processing:</b> Report the number of FTE staff employed by any agency (public or private) working under a cooperative agreement or purchase of service agreement with the IV-D agency on the last working day of September.
	<b>Output(s):</b> Count obtained from processing. Place number line 31 cell 83 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> Report the number of staff employed on the last working day of September of the federal fiscal year.  Report those number in full-time equivalent (FTE) figures (divide the total number of hours for each part time position by all part-time staff by 2080 hours). Example: 2 part time position, 1 at 10 hours per week and 1 at 20 hours per week. The calculation would be;  $\text{part time position 1} = (10 * 52) = 520 \text{ hours}$ $\text{part time position 2} = (20 * 52 = 1040 \text{ hours}$  $\text{FTE} = (520 + 1040) / 2080 = 0.75 \text{ FTE}$  This makes staffing figures reported by counties with varying staffing patterns comparable.  Part time staff positions which are being filled by contracted personnel are to be included in this count.  Do not include staff already counted in Line 30 above.	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0081	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> Cases at the End of the Federal Fiscal Year in Which There is a Determination of Non-Cooperation	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases as of September 30 of the federal fiscal year.
	<b>Processing:</b> Report the number of IV-D CalWORKs/TANF cases open at the end of the federal fiscal year in which the custodial parent refused to cooperate with the IV-D agencies in identifying and locating the non-custodial parent.
	<b>Output(s):</b> Count obtained from processing. Place number line 38 cell 84 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b> Count Current Assistance cases only.	
<b>Constraint(s):</b> Report the number of cases at the end of the fiscal year in which an applicant for or recipient of CalWORKs/TANF has refused to cooperate in identifying and locating the non-custodial parent.  Non-cooperation determinations could have occurred in a prior report period.	
<b>Performance:</b>	
<b>External Interface(s):</b>	



<b>Detailed Requirement #:</b> CS157-0082	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> <u>Cases During the Federal Fiscal Year With Good Cause Determinations</u>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Open cases between October 1 and September 30 of the federal fiscal year.
	<b>Processing:</b> Report the number of cases open during the federal fiscal year in which it was determined by the IV-A agency that the custodial parent has a good cause for refusing to cooperate with IV-D agencies in identifying and locating the non-custodial parent.
	<b>Output(s):</b> Count obtained from processing. Place number line 39 cell 85 of Attachment B.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b> Count Current Assistance cases only.	
<b>Constraint(s):</b> Good cause determinations could have occurred in a prior report period.  Also report the number of cases in which the refusal is based on good cause as determined by the IV-A agency.	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0086	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> Electronic Data Reliability Audit Trail –Record 1 (Universe)	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> All cases open and closed on system.
	<b>Processing:</b>
	<b>Output(s):</b> Flat file containing Record 1 data reliability audit trail information, see Attachment E.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> File is to have the county code (01 – 58) pre-pended to the name. File name is to be “universe”, with no extension .  Universe must be provided in a separate file from all other files created for the CS 157.	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0087	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> Electronic Data Reliability Audit Trail –Record 2 (Line 1 detail)	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Cases counted in CS157-0001  AND  Cases counted in CS157-0002  AND  Cases counted in CS157-0003
	<b>Processing:</b>
	<b>Output(s):</b> Flat file containing Record 2 data reliability audit trail information, see Attachment E.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> File is to have the county code (01 – 58) pre-pended to the name. There are no other requirements for the name of the file.	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0088	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> Electronic Data Reliability Audit Trail –Record 3 (Line 2 detail)	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Cases counted in CS157-0011  AND  Cases counted in CS157-0012  AND  Cases counted in CS157-0013
	<b>Processing:</b>
	<b>Output(s):</b> Flat file containing Record 3 data reliability audit trail information, see Attachment E.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> File is to have the county code (01 – 58) pre-pended to the name. There are no other requirements for the name of the file.	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0089	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> Electronic Data Reliability Audit Trail –Record 4 (line 5 detail)	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Cases counted in CS157-0028
	<b>Processing:</b>
	<b>Output(s):</b> Flat file containing Record 4 data reliability audit trail information, see Attachment E.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> File is to have the county code (01 – 58) pre-pended to the name. There are no other requirements for the name of the file.	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0090	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> Electronic Data Reliability Audit Trail –Record 5 (Line 6 detail)	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Cases counted in CS157-0029
	<b>Processing:</b>
	<b>Output(s):</b> Flat file containing Record 5 data reliability audit trail information, see Attachment E.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> File is to have the county code (01 – 58) pre-pended to the name. There are no other requirements for the name of the file.	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0091	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> Electronic Data Reliability Audit Trail –Record 6 (Line 16 detail)	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Cases counted in CS157-0038  AND  Cases counted in CS157-0039  AND  Cases counted in CS157-0040
	<b>Processing:</b>
	<b>Output(s):</b> Flat file containing Record 6 data reliability audit trail information, see Attachment E.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> File is to have the county code (01 – 58) pre-pended to the name. There are no other requirements for the name of the file.	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0092	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> Electronic Data Reliability Audit Trail –Record 7 (Line 24 detail)	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Cases counted in CS157-0065  AND  Cases counted in CS157-0066  AND  Cases counted in CS157-0067
	<b>Processing:</b>
	<b>Output(s):</b> Flat file containing Record 7 data reliability audit trail information, see Attachment E.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> File is to have the county code (01 – 58) pre-pended to the name. There are no other requirements for the name of the file.	
<b>Performance:</b>	
<b>External Interface(s):</b>	



<b>Detailed Requirement #:</b> CS157-0093	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> Electronic Data Reliability Audit Trail –Record 8 (Line 25 detail)	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Cases counted in CS157-0068  AND  Cases counted in CS157-0069  AND  Cases counted in CS157-0070
	<b>Processing:</b>
	<b>Output(s):</b> Flat file containing Record 8 data reliability audit trail information, see Attachment E.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> File is to have the county code (01 – 58) pre-pended to the name. There are no other requirements for the name of the file.	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0095	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> Electronic Data Reliability Audit Trail –Record 9 (Line 28 detail)	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Cases counted in CS157-0077
	<b>Processing:</b>
	<b>Output(s):</b> Flat file containing Record 9 data reliability audit trail information, see Attachment E.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> File is to have the county code (01 – 58) pre-pended to the name. There are no other requirements for the name of the file.	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0096	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> Electronic Data Reliability Audit Trail –Record 10 (Line 29 detail)	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Cases counted in CS157-0078
	<b>Processing:</b>
	<b>Output(s):</b> Flat file containing Record 10 data reliability audit trail information, see Attachment E.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> File is to have the county code (01 – 58) pre-pended to the name. There are no other requirements for the name of the file.	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-0097	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b> Electronic Submission of CS 157 Data	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b> Data generated for each cell of CS 157.
	<b>Processing:</b>
	<b>Output(s):</b> Flat file containing CS 157 data, See Attachment F or Attachment G.
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b> File is to have the county code (01 – 58) pre-pended to the name. There are no other requirements for the name of the file.	
<b>Performance:</b>	
<b>External Interface(s):</b>	

<b>Detailed Requirement #:</b> CS157-	
<b>Parent Requirement:</b> CS157-	
<b>Requirement Name:</b>	
<b>Business Rule(s):</b>	<b>Pre – Condition(s):</b>
	<b>Post – Condition(s):</b>
<b>Business Function(s):</b>	<b>Input(s):</b>
	<b>Processing:</b>
	<b>Output(s):</b>
<b>Data Definition(s):</b>	
<b>Assumption(s):</b>	
<b>Constraint(s):</b>	
<b>Performance:</b>	
<b>External Interface(s):</b>	

## **Attachment A**

October 18, 2000

LCSA LETTER: 00-03

TO: ALL IV-D DIRECTORS

SUBJECT: DATA RELIABILITY AND REPORTING

Effective Federal Fiscal Year (FFY) 1999, new federal incentive provisions established a process for federal review of the completeness and reliability of required state-reported data. The outcome of the new federal data review process is directly linked to the payment of federal incentive funds to the State. The new incentive provisions are being phased in over three years, with one-third of incentives paid under the new formula the first year (FFY 2000), two-thirds the second year (FFY 2001), and all incentives paid under the new formula beginning FFY 2002. This letter explains the steps necessary to ensure that California data collection and reporting fully comply with the new federal requirements.

A state will not be eligible to receive federal incentive payments under the new formula unless an audit has been conducted and a finding has been rendered that a state's data are reliable. A data reliability standard of 90 percent will be applied to the audited FFY 1999 and FFY 2000 data utilized for the calculation of incentives for FFY2000. If the reliability of an individual data element used to calculate one of the performance measures is found to be below 90 percent, the data will be deemed unreliable and the state will be ineligible for incentives, under the new formula, for that performance measure. In addition to adversely impacting federal incentive payments, a state's Temporary Assistance for Needy Families (TANF) funds could also be reduced by 1 to 5 percent if the audit finds that submitted child support data are incomplete or unreliable.

In December 1999, the federal Office of Child Support Enforcement (OCSE) issued OCSE Action Transmittal (AT) 99-15 dated December 15, 1999, which revised the OCSE 157 report form and redefined how states are to report certain child support data. The most significant change impacting California is in the area of paternity establishment and the child's state of birth. OCSE AT 99-15 established new rules regarding the exclusion of children born out of wedlock outside the State of California. These changes have prompted DCSS to reconsider the federal option previously selected for calculation of the Paternity Establishment measure.

States may choose from two measures when determining the paternity establishment percentage (PEP) measurement, either statewide data (Statewide PEP), or IV-D caseload data (IV-D PEP). California has historically used the Statewide PEP measure. These measures are defined as follows:

The Statewide "POP" PEP is a measurement of the number of children for whom a POP was signed within the federal fiscal year combined with all the children for whom a judgment of paternity

was obtained by the IV-D Agency, divided by the number of all the children born of-of-wedlock within the state within the federal fiscal year.

The IV-D PEP is a measurement of the number of children for whom a judgment was obtained within the federal fiscal year combined with the number of children in the IV-D caseload for whom a POP was signed within the federal fiscal year, divided by the number of children in the IV-D caseload who need services to provide paternity.

OCSE at 99-15 changed the manner in which these two performance measures are calculated. In either case, all children who have reached the age of 18 prior to the beginning of the federal fiscal year should not be counted in the inventory as needing services or in the performance measure of paternity established. The Statewide PEP calculation must exclude those children born out-of-wedlock outside California or children for whom the state of birth is unknown. Such births cannot be counted as paternity being established when measuring Statewide PEP. However, the IV-D PEP calculation may include children born out-of-wedlock outside California or whose state of birth is unknown.

The OCSE AT 99-15 clarifications are not currently reflected in the way California counties maintain data. Specifically, most counties do not exclude 18 year olds from the counts nor do they enter the state of the child's birth on the automated system. Therefore, at the Child Support Program Pre-Statewide Interim Systems Management (PRISM) Advisory Group (PAG) meeting held on September 7, 2000, the federal clarifications regarding paternity and potential reporting changes were discussed. There is agreement on the necessity for all county IV-D programs to change the manner in which data is reported in the future and to enter corrections where possible to data recently reported to DCSS for FFY 2000 in order to comply with federal reporting changes.

### **Date Reliability Audit for FFY 1999**

Federal auditors from OCSE are in the final stages of conducting California's first data reliability audit (DRA), using the federal Annual Child Support Enforcement Annual Data Report (OCSE 157) for FFY 1999. Although the audit report has not yet been completed, it is generally acknowledged that California included paternity

establishment counts using federal definitions published prior to changes in OCSE AT 99-15. Since OCSE AT 99-15 redefined paternity establishment, it is expected that the data reliability score will be less than 90 percent, dropping the state's incentive percentage from 100 percent to zero in that category. Since the reporting process was not changed for FFY 2000, it is likely the findings on data reliability would be the same. This could have a significant impact on California's share of federal incentive payments for that measurement. In light of the changes in federal interpretation, California has re-looked at the two available federal paternity establishment measures and will elect to use the IV-D PEP vs the Statewide PEP measurement, since it will better reflect the paternity establishment activities conducted. **For FFY 1999, no county action is**



**required.** The State will recalculate the paternity establishment percentage using the IV-D PEP data as reported.

### **Date Reliability Audit for FFY 2000**

Accurate reporting using the IV-D PEP measure pursuant to OCSE AT 99-15 **will require counties to perform two major tasks by December 1, 2000.** The first task is to revise caseload data reporting to meet federal requirements. The second task is to produce an Audit Case List based on the revised data. County IV-D agencies are requested to follow the instructions in Attachment I to complete both of these tasks. **The Audit Case List must be submitted to the State as soon as possible, but by no later than December 1, 2000.** Counties may send the Microsoft Access Files via e-mail (as an attachment), on a 3.5" floppy disk, or on a CD-ROM.

### **Funding for Data Reporting Changes**

Funding for the cost of work necessary to make the required reporting changes may be requested using the Non-Recurring Maintenance and Operations (M&O) Costs Justification Worksheet included as Attachment 2.

It is recognized that non-recurring costs will be different for each consortia or county operating under a legacy system as of September 30, 2000. Anticipated M&O costs include the following types:

1. The costs to adjust case load information to identify and delete children over 18 years of age.
2. The costs to compile the "Audit Case List" information in a flat file for submission to the State.

Counties should submit their completed Cost Justification Worksheets **as soon as possible** to Cathy MacRae. Counties will be notified of the results of the review within one week of receipt at DCSS.

### **Data Reliability for FFY 2001-Future**

#### **Changes to CS 157**

The DCSS will issue a separate letter outlining changes to the CS 157 reporting requirements effective October 1, 2000 for FFY 2001. The first report for the FFY ending September 30, 2001, will be due to DCSS on October 15, 2001.

Once the adjustments to your caseload information have been completed, submit the updated CS 157 (10/98) to DCSS and your "Audit Case List" Microsoft Access Files to Mike Graham at DCSS. Again, these items must be received at DCSS no later than December 1, 2000, so that the compilation can be made by the deadline established by the federal auditors.

Thank you for your cooperation in completing these important tasks to meet federal reporting requirements. If you have any questions, please contact the following people:

<b>ISSUE</b>	<b>NAME</b>	<b>PHONE</b>
CS 157 Reporting	Helen Faust	(916) 464-5042
"Audit Case List" Justification	Mike Graham	(916) 464-5478
M&O Cost Justification	Cathy MacRae	(916) 464-5359
Incentive Impacts	Joyce Coles	(916) 464-5116

Sincerely,

EDWINA YOUNG, Deputy Director  
Child Support Services Division

Enclosures

bc: Carole Hood  
Edwina Young  
Cheryl Hotaling  
Leora Gershenzon  
George Peacher  
Annette Siler  
Dick Williams  
Linda Sekany  
Evan Auberry  
Mike Graham  
Doug Rose  
Bill Kirk  
Helen Faust  
Donna Martin  
Cathy MacRae  
Director's Office Library  
TSD Library

U:\My Documents on Network\dra2001\Requirements CS157FINAL 1.32.doc

DCSS-SY-2000-GOV-0061

## **Attachment B**

Send this report to:  
DEPARTMENT OF CHILD SUPPORT SERVICES  
P.O. BOX 419064  
RANCHO CORDOVA, CA 95741-9064

**CHILD SUPPORT SERVICES  
FEDERAL FISCAL YEAR ANNUAL DATA & ACCOUNTS RECEIVABLE REPORT**  
(This report consists of three pages. Do not report in shaded areas.)

COUNTY		<input type="checkbox"/> NEW <input type="checkbox"/> REVISED		FEDERAL FISCAL YEAR		
ITEMS	(a) TOTAL	(b) CURRENT ASSISTANCE	(c) FORMER ASSISTANCE	(d) NEVER ASSISTANCE		
<b>SECTION A: CASE INVENTORY</b>						
1. Cases Open at the End of the Federal Fiscal Year		1	2	3		
a. Interstate Cases Initiated in This State Open at the End of the Federal Fiscal Year		4	5	6		
b. Interstate Cases Received From Another State Open at the End of the Federal Fiscal Year		7	8	9		
c. Medi-Cal Only Cases Open at the End of the Federal Fiscal Year				10		
2. Cases Open at the End of the Federal Fiscal Year with Support Orders Established		11	12	13		
a. Interstate Cases Initiated in this State With Support Orders at the End of the Federal Fiscal Year		14	15	16		
b. Interstate Cases Received from Another State With Support Orders at the End of the Federal Fiscal Year		17	18	19		
c. Cases With Orders for Zero Cash Support Open at the End of the Federal Fiscal Year		20	21	22		
d. Medi-Cal Only Cases with Orders Open at the End of the Federal Fiscal Year				23		
3. Cases Open at the End of the Federal Fiscal Year for Whom the State Has No Jurisdiction		24	25	26		
<b>SECTION B: PATERNITY ESTABLISHMENT INVENTORY</b>						
4. Children in IV-D Cases Open at the End of the Federal Fiscal Year	27					
5. Children in IV-D Cases Open at the End of the Federal Fiscal Year Born Out-of-Wedlock	28					
6. Children in IV-D Cases Open at the End and During the Federal Fiscal Year With Paternity Established or Acknowledged	29					
7. Children in IV-D Cases Open at the End and During the Federal Fiscal Year With Paternity Resolved	30					
8. Children in the State Born Out-of-Wedlock During the Federal Fiscal Year						
9. Children in the State With Paternity Established or Acknowledged During the Federal Fiscal Year (Optional)						
10. Children in the State With Paternity Acknowledged During the Federal Fiscal Year						
<b>SECTION C: SERVICES REQUIRED</b>						
11. Cases Open at the End of the Federal Fiscal Year Requiring Location Services						
12. Cases Open at the End of the Federal Fiscal Year Requiring Services to Establish and Order		31	32	33		
13. Children Requiring Paternity Determination Services in Cases Open at the End of the Federal Fiscal Year		34	35	36		

CS 107 PFV (1000) CHILD SUPPORT SERVICES FEDERAL FISCAL YEAR ANNUAL DATA &amp; ACCOUNTS RECEIVABLE REPORT

**CHILD SUPPORT SERVICES  
FEDERAL FISCAL YEAR ANNUAL DATA & ACCOUNTS  
RECEIVABLE REPORT - Page 2**

ITEMS	(a) TOTAL	(b) CURRENT ASSISTANCE	(c) FORMER ASSISTANCE	(d) NEVER ASSISTANCE
<b>SECTION D: SERVICES PROVIDED</b>				
14. Title IV-A Cases Closed During the Federal Fiscal Year Where Child Support Payment Was Received	37			
15. Cases Receiving Successful Location Services During the Federal Fiscal Year				
16. Children in the IV-D Caseload For Whom Paternity Was Established Judicially During the Federal Fiscal Year		36	36	43
a. Children in the IV-D Caseload For Whom Paternity Was Established by Voluntary Acknowledgement Under the Paternity Opportunity Program (POP) During the Federal Fiscal Year				
b. Children in the IV-D Caseload For Whom Paternity Was Established Judicially During the Federal Fiscal Year and Who Were Born Out-of-Wedlock in Another State or Birth State is Unknown		41	42	43
c. Children in the IV-D Caseload For Whom Paternity Was Established During the Federal Fiscal Year Using the County Judicial System and a Match Was Found in the Statewide POP Database		43	40	46
17. Cases With Support Orders Established During the Federal Fiscal Year		47	46	49
18. Cases With Collections During the Federal Fiscal Year		50	51	52
a. Interstate Cases Received From Another State With Collections During the Federal Fiscal Year		53	54	58
19. Cases Sent to Another State During the Federal Fiscal Year		38	37	58
20. Cases Received From Another State During the Federal Fiscal Year		39	50	61
<b>SECTION E: MEDICAL SUPPORT</b>				
21. Cases Open at the End of the Federal Fiscal Year Where Medical Support is Ordered	62			
22. Cases Open at the End of the Federal Fiscal Year Where Health Insurance Is Ordered	63			
23. Cases Open at the End of the Federal Fiscal Year Where Health Insurance is Provided as Ordered	64			
<b>SECTION F: COLLECTIONS DUE AND DISTRIBUTED</b>				
24. Total Amount of Current Support Due for the Federal Fiscal Year		\$ 65	\$ 69	\$ 67
25. Total Amount of Support Distributed as Current Support During the Federal Fiscal Year		\$ 68	\$ 69	\$ 70
26. Total Amount of Arrears Due for All Federal Fiscal Years		\$ 71	\$ 73	\$ 73
27. Total Amount of Support Distributed as Arrears and Interest During the Federal Fiscal Year		\$ 74	\$ 76	\$ 76
28. Cases With Arrears Due During the Federal Fiscal Year	77			
29. Cases Paying Toward Arrears During the Federal Fiscal Year	78			

CS-157 (10/00) CHILD SUPPORT SERVICES FEDERAL FISCAL YEAR ANNUAL DATA & ACCOUNTS RECEIVABLE REPORT - Page 2

**CHILD SUPPORT SERVICES  
FEDERAL FISCAL YEAR ANNUAL DATA & ACCOUNTS  
RECEIVABLE REPORT - Page 3**

ITEMS	(a) TOTAL	(b) CURRENT ASSISTANCE	(c) FORMER ASSISTANCE	(d) NEVER ASSISTANCE
<b>SECTION G: STAFF</b>				
30. Full-time Equivalent Employees of Local IV-D Offices on the Last Working Day in the Federal Fiscal Year	78			
31. Full-time Equivalent Employees Under Cooperative Agreements on the Last Working Day in the Federal Fiscal Year	88			
32. Full-time Equivalent Employees of Privatized IV-D Offices on the Last Working Day in the Federal Fiscal Year				
<b>SECTION H: PROGRAM EXPENDITURES</b>				
33. Amount of Expenditures to Establish Paternity During the Federal Fiscal Year	\$			
34. Amount of Expenditures to Locate Non-Custodial Parents During the Federal Fiscal Year	\$			
35. Amount of Expenditures to Establish Support Orders During the Federal Fiscal Year	\$			
36. Amount of Expenditures to Enforce Support Orders During the Federal Fiscal Year	\$			
37. Amount of Expenditures to Distribute Collection During the Federal Fiscal Year	\$			
<b>SECTION I: NONCOOPERATION AND GOOD CAUSE</b>				
38. Cases at the End of the Federal Fiscal Year Which There is a Determination of Noncooperation		81		
39. Cases During the Federal Fiscal Year With Good Cause Determinations		82		
<b>SECTION J: ADMINISTRATIVE ENFORCEMENT</b>				
40. Administrative Enforcement Requests Received From Another State During the Federal Fiscal Year				
41. Administrative Enforcement Cases With a Collection During the Federal Fiscal Year				
42. Amount of Support Collected on Administrative Enforcement Cases During the Federal Fiscal Year				
<b>NOTE: Explanatory comments:</b>				
I hereby certify, under penalty of perjury, that I am the official responsible for the administration of the child support program in and for said county, and that the data submitted on this form is accurately reported.				
SIGNATURE OF COUNTY DISTRICT ATTORNEY OR LOCAL CHILD SUPPORT AGENCY DIRECTOR		TELEPHONE NUMBER	DATE	
CONTACT PERSON		TELEPHONE NUMBER		

CS 107 (10/99) CHILD SUPPORT SERVICES FEDERAL FISCAL YEAR ANNUAL DATA & ACCOUNTS RECEIVABLE REPORT - Page 3

## **Attachment C**

**CHILD SUPPORT SERVICES FEDERAL FISCAL YEAR ANNUAL  
DATA & ACCOUNTS RECEIVABLE REPORT  
CS 157 REPORTING INSTRUCTIONS  
Effective Date October 1, 2000**

The Child Support Services **Federal Fiscal Year** Annual Data & Accounts Receivable Report (CS 157) is a report of the **local child support agencies** program information: case inventory, paternity establishment, services required and provided, medical support, cases with payments, collections due and distributed, staffing and noncooperation and good cause. This information is used for state and federal reporting purposes and for preparation of the **Child Support Statistical Trend Analysis Report (CSSTAR)** Quarterly and Annual Reports. Certain information on the **CS 157 Federal Fiscal Year Annual Report** is or will be used to determine entitlement to incentives and to support development of the Department of Child Support Services' (DCSS) performance measurement program.

The following detailed instructions for completing the revised CS 157 Report replace instructions contained in **FSD Letter No. 98-27, dated October 14, 1998.**

Report Period

**The reporting period for this report is October 1 – September 30 (federal fiscal year).**

The CS 157 Report must reflect activities for the entire applicable reporting period including point-in-time counts as of the end of the federal fiscal year (FFY). Complete each report as required for the federal fiscal year (October 1 – September 30) as indicated on the report form.

Completing All Entries

All non-shaded line items on the form in Sections A through G, and Section I are to be completed for each federal fiscal year. Section H requires no data; specific shaded line items in Section B and Section J are completed by DCSS.

All data elements must be reported. Using “Not Available” (NA) or “Not Applicable” (NAP) are not allowed. **All non-shaded cells MUST have a numeric entry, even if that entry is zero (“0”).**

Due Date

One copy of the **CS 157 Federal Fiscal Year Annual Report** - with an original signature by the county District Attorney **or the local child support agency director** - must be submitted by the 15th day of October each year. The annual report is to be completed and forwarded to:

DEPARTMENT OF CHILD SUPPORT SERVICES  
Office of Research and Program Design  
Atten: Mary Jackson  
P.O. Box 419064, M.S. 50  
Rancho Cordova, CA 95741-9064



**Family Code Section 17600(a) requires each county participating in the state incentive program to report information on the local child support agency, quarterly and annually. Since the CS 157 Federal Fiscal Year Annual Report is both a statistical and a fiscal document, counties may be considered out of compliance if the report is not received by DCSS by the close of business on the day it is due. All data included on the CS 157 must be complete and accurate.** Delayed or late reports may result in the withholding of all state incentive payments.

**NOTE: Counties are required to have annual case level detail documentation for an audit trail to support the counts and amounts reported on the CS 157. The format for this documentation is at county discretion. However, it must be stored in a fashion that will accommodate electronic data requests. The case level detail documentation shall be kept at the local level and made available upon request for federal and state auditors, program reviewers and DCSS. The required retention period for the CS 157 and detail documentation is four years and four months, unless legal action is in progress requiring longer retention.**

## CASE INVENTORY DEFINITIONS

IV-D Case - A parent (mother, father, or putative father) who is now or eventually may be obligated to support a child or children receiving services under the Title IV-D program.

A parent is reported as a separate IV-D case for each family with a dependent child or children the parent may be obligated to support. If both parents are absent and liable for support or potentially liable for support of a child or children receiving services under the Title IV-D program, each parent is considered a separate IV-D case.

1. Current Assistance Case - A case where the children are: (1) recipients of California Work Opportunity and Responsibility to Kids Case (CalWORKs)/Temporary Assistance for Needy Families (TANF), (2) recipients of Kinship Guardianship Assistance Payment Program (KinGAP) and/or any redefined two-parent family programs under Title IV-A of the Social Security Act, or, (3) entitled to Foster Care maintenance payments under Title IV-E of the Social Security Act. In addition, the children's support rights must have been assigned by a caretaker relative to the state, and a referral to the IV-D agency has been made.

- a. CalWORKs/TANF (formerly known as AFDC) Case - A case where the children have been determined to be eligible for CalWORKs (California's version of TANF) under Title IV-A of the Social Security Act, the children's support rights have been assigned by a caretaker relative, and a referral to the IV-D agency has been made by the IV-A agency. A CalWORKs/TANF case is reported as a Current Assistance case.
- b. Foster Care Case - A case involving children entitled to federal Foster Care maintenance payments under Title IV-E of the Social Security Act for whom a referral to the IV-D agency has been made. A federal (Title IV-E) Foster Care case is reported as a Current Assistance case.

NOTE: For reporting purposes only, a state-only Foster Care case (non-federal Foster Care) is reported as a Never Assistance case.

2. Former Assistance Case - A case where the children *formerly* received Title IV-A (AFDC or CalWORKs/TANF) or Title IV-E Foster Care services.  
NOTE: Children who received services under Title XIX Foster Care should NOT be reported as former assistance cases.

3. Never Assistance Case - A case where the children are receiving services under the Title IV-D program, but are not currently eligible for, not currently receiving or have not previously received assistance under Titles IV-A or IV-E of the Social Security Act.

A Never Assistance case is one where the family is receiving IV-D services as a result of a written application for IV-D services. This includes cases where the children are receiving state (not Title IV-E) foster care services, **non-federal state-only two-parent cases (see FSD Letter No. 99-23)** or a case where the children are Medi-Cal recipients not receiving (or ever received) cash assistance.

- a. Medi-Cal Only/Medically Needy Only (MNO) Case - A case where the children have been determined eligible for or are receiving Medi-Cal services only, but whom are not current or former recipients of aid under Title IV-A or IV-E of the Act. Medi-Cal Only (MNO) cases are reported as Never Assistance cases.

## **SERVICES DEFINITIONS**

Medical Support - Medical support refers to the responsibility of a parent to provide health insurance coverage for a child or children. This includes: (1) payment of health insurance premiums, (2) payment of medical bills, or (3) cash payments for health insurance and/or medical bills. Medical support may be provided by either the custodial or the noncustodial parent.

Support Order - The legal establishment of: (1) an amount of money which is due and owed by a parent for the support of the parent's children and/or (2) the responsibility to provide health insurance and/or medical support for those children. This amount or responsibility must be established by court order, administrative process, or other legal process. This includes a legal judgment for arrears.

Paternity - The legal establishment of fatherhood for a child, either by court determination, administrative process, or voluntary acknowledgment. A *paternity acknowledgment* involves the legal establishment of fatherhood for a child through a voluntary acknowledgment signed by both parents as part of an in-hospital or other acknowledgment service. *Paternity resolved* refers to all children born within a marriage, legitimized by marriage or adoption and children with paternity established or acknowledged up to age 18 years.

## **CS 157 LINE ITEM INSTRUCTIONS**

The CS 157 was developed to obtain information on the status and accomplishments of each local child support agency's child support program. The form contains eight sections: A-Case Inventory, B-Paternity Establishment, C-Services Required, D-Services Provided, E-Medical Support, F-Collections Due and Distributed, G-Staff, and I-Non-Cooperation and Good Cause. Section H-Program Expenditures does not require data and Section J-Administrative Enforcement is completed by DCSS. Particular attention should be given to the time period for counting the line items, whether reporting is required in the individual case status columns (b through d) or just the total column (a), or if data is not required to be provided.

### **SECTION A: CASE INVENTORY**

In this section, report the number of IV-D cases in the county's inventory in each of three case status categories: (b) Current Assistance cases; (c) Former Assistance cases and (d) Never Assistance cases. No entries should be made in column (a) in the case inventory section.

Remember, a IV-D case is a parent (mother, father or putative father) who is or may be liable for support. A parent is reported as a separate case for each family with a dependent child(ren) that the parent may be obligated to support. If there are multiple putative fathers for one child, only one case should be reported.

Report all open IV-D cases open at the end of the federal fiscal year. If a parent has more than one child in the same family and any of the children are receiving assistance, report the case as a Current Assistance case.

Include both cases in the county sent to and received from other states. County-to-county transfers of cases and multiple county involvement in cases within the state should not be reflected in case inventory counts. A case should be counted only once.

When IV-D services continue to be provided to former IV-A or IV-E recipients, change the case status to a Former Assistance case. Also, report as a Former Assistance case, any former IV-A or IV-E case in which the family has declined continued IV-D services, but where there are arrears assigned to either the county or state and the county is attempting to collect.

#### **1. Cases Open at the End of the Federal Fiscal Year**

Report the number of IV-D cases open on the last day of the federal fiscal year. Include cases open at the end of the federal fiscal year as a result of requests for assistance received from other states, as well as cases open which have been referred to another state. **Include all open "good cause" cases on this line.** Do not include on this line, cases where the IV-D agency has no jurisdiction (i.e., Native American and international cases). Those cases should be reported separately on Line 3.

##### **1a. Interstate Cases Initiated in This State at the End of the Federal Fiscal Year**

Report the number of cases open on the last day of the federal fiscal year that have been sent to another state (California is the initiating jurisdiction). Report a case only once, even if the case was sent to more than one state. Cases included on this line are a subset of, and should have been counted in, Line 1.

1b. Interstate Cases Received From Another State Open at the End of the Federal Fiscal Year

Report the number of cases open on the last day of the federal fiscal year that have been received from another state (California is the responding jurisdiction). Report a case only once, even if the case was received from more than one state. These cases are a subset of, and should have been counted in, Line 1.

1c. Medi-Cal Only Cases Open at the End of the Federal Fiscal Year

Report the number of Medi-Cal/Medically Needy Only (MNO) cases open on the last day of the federal fiscal year. MNO cases are reported as Never Assistance cases, column (d).

NOTE: Medi-Cal Only cases previously on cash assistance are considered Former Assistance cases and are NOT counted on this line. MNO cases are a subset of, and should have been included in, Line 1.

2. Cases Open at the End of the Federal Fiscal Year with Support Orders Established

Report the number of IV-D cases open on the last day of the federal fiscal year with support orders established. Include cases with orders entered prior to the case becoming a IV-D case, as well as cases with orders established by the IV-D agency. Include judgments for arrears, regardless of whether there is a payment schedule or an order for ongoing support. Count cases only once regardless of the number of orders. *Include cases with orders for temporary support. Temporary Support Orders are to be included in all current support order counts, including counts for case inventory and establishing a support order.* This number is a subset of, and should have been included in, Line 1.

2a. Interstate Cases Initiated in This State With Support Orders Open at the End of the Federal Fiscal Year

Report the number of cases open on the last day of the federal fiscal year with a support order established or a judgment for arrears the IV-D agency referred to another state (California is the initiating jurisdiction). These cases are a subset of, and should have been counted in, Line 2.

2b. Interstate Cases Received From Another State With Support Orders Open at the End of the Federal Fiscal Year

Report the number of cases open on the last day of the federal fiscal year with a support order established or a judgment for arrears the IV-D agency received from another state (California is the responding jurisdiction). These cases are a subset of, and should have been counted in, Line 2.

2c. Cases With Orders for Zero Cash Support Open at the End of the Federal Fiscal

Year

Report the number of cases open on the last day of the federal fiscal year with an order established but no amount of cash support included in the order. Include orders with reserved amounts (reserved orders) and orders established for health insurance only. These cases are a subset of, and should have been included in, Line 2.

2d. Medi-Cal Only Cases With Orders Open at the End of the Federal Fiscal Year

Report the number of MNO cases with orders established or a judgement for arrears open on the last day of the federal fiscal year. Report these cases under the Never Assistance column (d). These cases are a subset of, and should have been included in, Line 2.

3. Cases Open at the End of the Federal Fiscal Year for Which the State Has No Jurisdiction

Report the number of open cases on the last day of the federal fiscal year where the IV-D agency has no jurisdiction (i.e., subject matter, territorial, or personal jurisdiction) available to pursue or effectuate any child support actions. In addition, **no formal or informal reciprocal or cooperative agreement or other mechanism is in place to enable the IV-D agency to take actions necessary to establish paternity, establish a child support order, or enforce an order.**

These cases most often involve a non-custodial parent who resides in the jurisdictional boundaries of another country **(and no reciprocal agreement, either formal or non-formal, exists)** or a federally recognized Indian Tribe and no income or assets of this individual are located or derived from outside that jurisdiction. However, **if** these cases remain open for IV-D purposes, counties are to periodically monitor to determine if there is a change in circumstances, which could lead to further action. **Non-jurisdictional cases reported on this line should not be reported in any other section or on any other line in this report.**

**SECTION B: PATERNITY ESTABLISHMENT**

The out-of-wedlock birth and paternity information provided in this section from current and prior years' reports will be used to compute the Paternity Establishment Percentage (PEP). IV-D agencies are to report the number of children in each line item and not the number of cases. Include children in both initiating and responding interstate IV-D cases. A paternity can only be counted once – either when a voluntary acknowledgement is obtained or at the time an order determining paternity is established. **IV-D agencies should only include those children who are under 18 on lines 4 – 10 and lines 13 and 16. Emancipated children should only be included in the count of children if the child turned 18 during the reporting year.** For reporting purposes, paternity acknowledgment means a declaration signed in the Paternity Opportunity Program (POP).

**If any paternity set asides or rescissions were subtracted in Section D, line 16, remember to adjust all applicable line item(s) in Section B.**

Report the data only under column (a) in the paternity establishment inventory section.

4. Number of Children in IV-D Cases Open at the End of the Federal Fiscal Year

Report the number of children in the IV-D caseload in cases open on the last day of the federal fiscal year reported in Line 1. If there is more than one putative father for a child, count the child only once.

5. Children in IV-D Cases Open at the End of the Federal Fiscal Year Born Out-of-Wedlock

Report the number of children in the IV-D caseload in cases open on the last day of the federal fiscal year who were born out-of-wedlock.

6. Children in IV-D Cases Open at the End of the Federal Fiscal Year With Paternity Established or Acknowledged

Report the number of children born out-of-wedlock in the IV-D cases open during or on the last day of the federal fiscal year who have paternity established or acknowledged. Counties should include paternities established or acknowledged during the federal fiscal year for cases closed during the federal fiscal year. Paternity does not have to have been established by the IV-D agency.

7. Children in IV-D Cases Open at the End of the Federal Fiscal Year With Paternity Resolved

Report the number of children in the IV-D caseload open on the last day of the federal fiscal year with paternity resolved. Include all children born within a marriage, legitimized by marriage or adoption. Include all children with paternity established or acknowledged (**Line 6 above**).

8. Children in the State Born Out-of-Wedlock During the Federal Fiscal Year

**The Local Child Support Agency does not report on line 8.**

9. Children in the State with Paternity Established or Acknowledged During the Federal Fiscal Year

**The Local Child Support Agency does not report on line 9.**

10. Children in the State with Paternity Acknowledged During the Federal Fiscal Year

**The Local Child Support Agency does not report on line 10.**

**SECTION C: SERVICES REQUIRED**

In this section, report the number of IV-D cases open and/or children in open cases at the end of the federal fiscal year needing the specific service listed. In interstate cases both the initiating and responding state report services required.

**For the purpose of counting children in this section, only include those children who are under age 18 years. Emancipated children should only be included in the count of children if the child turned 18 during the reporting year.**

A parent responsible for the support of children of more than one custodial parent is counted as a separate case for each. Thus, a parent responsible for supporting children of three custodial parents would be counted as three services needed.

Under Section C, report the information by case status under columns (b) through (d). Do not report a line total for these items under column (a).

11. Cases Requiring Location Services at the End of the Federal Fiscal Year

**This data element is no longer required by the federal government.**

12. Cases Open at the End of the Federal Fiscal Year Requiring Services to Establish an Order

Report the number of IV-D cases open on the last day of the federal fiscal year that require services to establish a support order.

13. Children Requiring Paternity Determination Services in Cases Open at the End of the Federal Fiscal Year

Report the number of children in cases open on the last day of the federal fiscal year requiring paternity establishment. Count all children whose paternity has not been established, including children in the process of having paternity established. If there is more than one putative father for a child, count the child only once.

## **SECTION D: SERVICES PROVIDED**

In this section, report the number of cases in which services were successfully provided at any time during the federal fiscal year. Count each service that a case received. If a case changes status during the federal fiscal year (e.g., from a “Current Assistance” to a “Former Assistance” case), report the case status as of the end of the federal fiscal year. In interstate cases, both the initiating and the responding states report the service that either provided.

**Only include those children who are under age 18 years on Lines 16 – 16b. However, if a child turned 18 during the reporting year, that child should be included in the count.**

**When calculating the number of children for whom paternity was established (Line 16), subtract any set asides or rescissions. Remember, to adjust all applicable line item(s) in Section B, Paternity Establishment, as well.**



Report under column (a) for Line 14 and under columns (b) through (d) for Lines 16 - 20.

14. Title IV-A Cases Closed During the Federal Fiscal Year Where Child Support Payment Was Received

Report all cases terminated from CalWORKs/TANF during the federal fiscal year in which there was any child support collected in the month of termination. Report the information for the federal fiscal year in which the termination notice was received from the IV-A agency, regardless of when the termination actually took place. *Do not include state-only aided cases.*

15. Cases Receiving Successful Location Services During the Federal Fiscal Year

**The federal government no longer requires this data element.**

16. Children in the IV-D Caseload for Whom Paternity Was Established Judicially During the Federal Fiscal Year

Report the number of children in cases in the IV-D caseload for whom paternity was established judicially by the IV-D agency during the federal fiscal year. A paternity established prior to a case's referral to IV-D is not counted in this item. If more than one child is included in a single paternity action, each child is counted separately. If a paternity determination action includes an order for support, the paternity is counted on Line 16 and the support order is counted on Line 17.

*Remember, only include those children who are under age 18 years on lines 16 – 16b. However, if a child turned 18 during the reporting year, that child should be included in the count.*

16a. Children in the IV-D Caseload for Whom Paternity Was Established by Voluntary Acknowledgement Under the Paternity Opportunity Program (POP) During the Federal Fiscal Year

Report the number of children born out-of-wedlock in California in the IV-D caseload for whom paternity was established during the federal fiscal year using a voluntary acknowledgement under the Paternity Opportunity Program (POP) *only*. This means **paternity was established by the IV-D agency using a POP declaration** as the basis for the paternity establishment, and must be included on this line. These are a subset of, and should be included in, Line 16.

**The state will not require this data element at this time.**

16b. Children in the IV-D Caseload for Whom Paternity Was Established Judicially During the Federal Fiscal Year and Who Were Born Out-of-Wedlock in Another State or the State of Birth is Unknown

Report the number of children in the IV-D caseload, born out-of-wedlock in another state and/or the birth state is unknown for whom the IV-D agency

established paternity judicially during the federal fiscal year. These are a subset of, and should be included in, Line 16.

16c. Children in the IV-D Caseload for Whom Paternity Was Established During the Federal Fiscal Year Using the County Judicial System and a Match was Found in the Statewide POP Database

Report the number of children in the IV-D caseload for whom paternity was established by the IV-D agency using the county court system and a match was found in the statewide POP database during the federal fiscal year.

17. Cases With Support Orders Established During the Federal Fiscal Year

Report the number of cases in which support orders were established by the IV-D agency during the federal fiscal year. Include support orders established for medical support only or health insurance only under Never Assistance, column (d). A support order established before the case became an IV-D case is not included on this line.

*Do NOT include modifications to existing orders unless the order is being supplemented to include new children not subject to the previous order.*

A single support order for payment of current support and arrearages is counted as the establishment of one support order. Likewise, if an order includes medical support and child support, it should be counted only once.

*Include orders established for temporary support. When the temporary order becomes permanent, it should NOT be counted again. Temporary Support Orders are to be included in all current support order counts, including counts for case inventory and establishing a support order.*

18. Cases With Collections During the Federal Fiscal Year  
(Unduplicated Count)

Report the number of cases for which at least one collection was made during the federal fiscal year. Cases are counted where they sit at the time the report is due. Each case should be counted only once (once the first collection is made even if it is an IRS tax intercept), regardless of the number of collections made for that case during the federal fiscal year. For example, if a tax refund offset collection was made during the fiscal year, as well as a regular collection, report one case with a collection. Include cases where no support order is established but a voluntary payment was made.

18a. Interstate Cases Received From Another State With Collections During the Federal Fiscal Year

Report the number of interstate cases received from another state for which at least one collection was made during the federal fiscal year. Each case should be counted only once, regardless of the number of collections made for that case during the federal fiscal year. The number reported on this line is a subset of, and should be included in the number

reported in, Line 18.

19. Cases Sent to Another State During the Federal Fiscal Year

Report the number of interstate cases sent to another state during the federal fiscal year. This is the number of cases for which referrals were made not the actual number of requests made with respect to a particular case. For example, if referrals were sent to multiple states for the same case, count the case only once. Report a case if there has been an interstate case submittal for location, establishment of paternity or support order, enforcement of support, or any other IV-D activity.

20. Cases Received From Another State During the Federal Fiscal Year

Report the number of interstate cases received from another state during the federal fiscal year. Each case should be counted only once, regardless of the number of requests received for one case during the federal fiscal year.

**SECTION E: MEDICAL SUPPORT**

As explained in the services definitions section under medical support, it is a parent's responsibility to provide health coverage for a child or children. This support may be provided by either the custodial or the noncustodial parent. Medical Support also includes cash payments to be used for health insurance and health care.

In Section E, report line totals in column (a) only.

21. Cases Where Medical Support is Ordered

Report the number of cases open on the last day of the federal fiscal year for which medical support is ordered to be paid. This includes cases with orders for cash medical support and/or health insurance coverage. Include cases where either the custodial or the noncustodial parent is ordered to provide the medical support.

22. Cases Where Health Insurance is Ordered

Report the number of cases open on the last day of the federal fiscal year where health insurance is ordered and cases with orders where health insurance is addressed. Do not include orders for cash medical support (where there is no health insurance policy). The cases reported on this line are a subset of, and should have been counted, in Line 21.

23. Cases Where Health Insurance is Provided as Ordered

Report the number of cases open on the last day of the federal fiscal year on

Line 22 for which health insurance was actually provided as stated in the order. Count only one order per case. Do not include Medi-Cal and cash medical support (where there is no health insurance coverage). These cases are a subset of, and should have been counted in, Line 22.

## **SECTION F: COLLECTIONS DUE AND DISTRIBUTED**

In this section, report the amount of collections due and the amount of collections that were distributed in the federal fiscal year. These amounts should be computed monthly and the total of all months reported at the end of the federal fiscal year. Include cash medical support payments and support due in cases that closed during the federal fiscal year. For purposes of this report, distributed means disbursed collections.

Report amounts due and distributed for both initiating and responding interstate cases. If the initiating state has no order within the state, but there is an order in a responding state, the initiating state should report the amount due in the other state. If there is an order in both the initiating and responding states, each IV-D agency should report consistent with its own order.

Report under columns (b) – (d) for Lines 24 through 27 and under column (a) only for Lines 28 and 29.

24. Total Amount of Current Support Due for the Federal Fiscal Year

Report the total amount of current support due for the federal fiscal year for all IV-D cases. Include any voluntary collections in current amount due. Do not include current amounts due on arrears.

25. Total Amount of Support Distributed as Current Support During the Federal Fiscal Year

Report the total amount of support distributed as current support during the federal fiscal year for all IV-D cases. Voluntary payments are considered current support and should be reported even though there is no order to require payments.

26. Total Amount of Arrears Due for **All** Fiscal Years Including Interest

Report the total amount of arrears due and unpaid for the federal fiscal year for all fiscal years including the fiscal year covered by this report. Include interest on arrears.

27. Total Amount of Support Distributed as Arrears and Interest During the Federal Fiscal Year

Report the total amount of support distributed as arrearages and interest during the federal fiscal year. The amounts reported should include judgments ordered and paid this federal fiscal year for prior years support.

28. Cases with Arrears Due During the Federal Fiscal Year

Report the number of cases with arrears due during the federal fiscal year.

Include cases closed during the federal fiscal year with arrearages. **For purposes of counting cases owing arrears, an arrearage occurs the month the payment for current support is missed (does not require court ordered payments for the past-due support). Include cases with a court ordered payment for arrears due.**

29. Cases Paying Toward Arrears During the Federal Fiscal Year  
(Unduplicated Count)

Of those cases reported on Line 28, report the number of cases for which at least one payment was made toward the arrears during the federal fiscal year. Report the total number of IV-D cases in which payments of past-due child support from any source were received during the federal fiscal year and part or all of the payments were distributed to the family to which the past-due child support was owed (or, if all past-due child support owed to the family was, at the time of receipt, subject to an assignment to the state, part or all of the payments were retained by the state).

This means in:

**Current Assistance cases**, all support is assigned to the state, so count all cases with a payment from any source applied to past-due support and retained by the state.

**Former Assistance cases**, if some past-due support was owed to the family at the time of the collection, only count the case if some of the collection, regardless of source, was applied to past-due support and paid to the family. If no past due support was owed to the family at the time of the collection, count the case if the collection, regardless of source, was retained by the state.

**Never Assistance cases**, all payments go to the family, so count all cases with any payments from any source applied to past-due support and paid to the family.

**SECTION G: STAFF**

Report the number of staff employed on the last working day of September of the federal fiscal year. Report those number in full-time equivalent (FTE) figures (divide the total number of hours worked by all part-time staff by 2080 hours). This makes staffing figures reported by counties with varying staffing patterns comparable.

For Section G, report under column (a) only.

30. Full-time Equivalent Employees of Local Title IV-D

Report the number of FTE local county child support agency staff employed by the IV-D agency on the last day of September. Do not include any staff working under cooperative agreements (see line 31).

31. Full-time Equivalent Employees Cooperative Agreement/Purchase Agreement

Report the number of FTE staff employed by any agency (public or private) working

under a cooperative agreement or purchase of service agreement with the IV-D agency on the last working day of September. Do not include staff already counted in Line 30 above.

32. Full-time Equivalent Employees of Privatized IV-D Agencies

**Local Child Support Agencies do not report on line 32**

**SECTION H: PROGRAM EXPENDITURES**

**The federal government no longer requires this section to be reported.**

**SECTION I: NON-COOPERATION AND GOOD CAUSE**

Report the number of cases at the end of the fiscal year in which an applicant for or recipient of CalWORKs/TANF has refused to cooperate in identifying and locating the non-custodial parent. Non-cooperation and good cause determinations could have occurred in a prior report period. Also report the number of cases in which the refusal is based on good cause as determined by the IV-A agency.

For Section I, report only under column (b).

38. Cases at the End of the Federal Fiscal Year in Which There is a Determination of Non-Cooperation

Report the number of IV-D CalWORKs/TANF cases open at the end of the federal fiscal year in which the custodial parent refused to cooperate with the IV-D agencies in identifying and locating the non-custodial parent.

39. Cases During the Federal Fiscal Year With Good Cause Determinations

Report the number of cases open during the federal fiscal year in which it was determined by the IV-A agency that the custodial parent has a good cause for refusing to cooperate with IV-D agencies in identifying and locating the non-custodial parent.

**SECTION J: ADMINISTRATIVE ENFORCEMENT**

**The Department of Child Support Services will provide these data elements.**

## **Attachment D**

ACTION TRANSMITTAL  
OCSE-AT-01-09  
June 22, 2001

TO: STATE AGENCIES ADMINISTERING CHILD SUPPORT ENFORCEMENT  
PLANS UNDER TITLE IV-D OF THE SOCIAL SECURITY ACT AND OTHER  
INTERESTED INDIVIDUALS

SUBJECT: The Office of Child Support Enforcement Annual Data Report, the  
OCSE-157 Form

CONTENT: This Action Transmittal contains revised instructions for completing the above form, which is to be used to report program status and accomplishments under title IV-D of the Social Security Act. State agencies administering child support enforcement programs under title IV-D of the Social Security Act are required to submit the OCSE-157. The information from this form will be compiled and presented in the Child Support Enforcement Annual Report to Congress and will be used to compute individual State incentive and program performance measures.

This AT makes the following revisions to the instructions to the OCSE-157 as they appeared in AT-99-15. None of these revisions require reprogramming of state systems.

- The answers to the Q & A's have been incorporated into the instructions under the related section or line number. They are in *italics* in the report.
- The address to mail the report to has been changed. Reports should now be sent to the Division of Planning, Research, and Evaluation (DPRE).
- The **Variances** section has been removed.
- The **Start-up** section has been removed.
- The section on **Revised Reports** has been revised. This now reads:

*States are expected to submit accurate reports on time. However, States may revise previously submitted reports by submitting new ones. Revised reports must be submitted **within 90 days of the end of the fiscal year** for which the report was due, therefore all final data reports must be received in OCSE by December 31<sup>st</sup> of each year. Revised data will not be used to calculate State incentive measures*



*and will not be included in the Child Support Enforcement Preliminary or Annual Reports for the year in question, if the revised report is received after the deadline.*

- The section on **Consequences of Reporting Unreliable** has been revised. It now reads:

*Legislation requires that state-submitted data, used to calculate incentive measures, be reliable and complete. Data to calculate individual State incentive measures will be taken from ten of the OCSE-157 line items. These lines will be audited for completeness and reliability and include: Lines 1 and 2 for the Support Orders measure, Lines 5 and 6 or 8 and 9 for the Paternity Establishment measure, Lines 24 and 25 for the Current Support measure, and Lines 28 and 29 for the Arrears measure. Refer to OCSE-AT-99-12 for detailed information on incentive formulas and requirements.*

*As requested in Dear Colleague Letter DC-00-77, States must have an audit trail available that consists of the case information used to compile the line items that will be used to calculate incentive measures. **If audit results determine that a State's data are incomplete or unreliable, the State will not be eligible for an incentive payment for measures reliant on these data and the amounts otherwise payable to the State under title IV-A may be reduced by 1 to 5 percent.***

- A section on **Online Reporting** has been added on page 5.
- The following sentence has been added to the end of the **Signature** Section.

*Approving the electronic OCSE-157 under these IDs and passwords indicates that the appropriate person has reviewed and approved the report.*

- Lines in the instruction and on the form that were formerly blacked out or marked "Do not report " are now marked as "Reserved."
- A place has been provided next to line 9 for State staff to provide the reporting time period they are using to report that line--if they are not using the Federal Fiscal Year.

RELATED  
MATERIAL:

DC-00-77	DC-99-114	DC-99-17
DC-00-19	AT-00-05	

SUPERSEDED

MATERIAL: OCSE-AT-99-15  
DC-99-108

ATTACHEMENTS: Instructions for completing form OCSE-157 and form OCSE-157.

EFFECTIVE

DATE: Agencies began using the OCES-157 to report for the Federal Fiscal year beginning October 1, 1998.

INQUIRIES

TO: ACF Regional Administrators

Frank Fuentes  
Acting Commissioner  
Office of Child Support  
Enforcement

# **INSTRUCTIONS FOR COMPLETING FORM OCSE-157 THE CHILD SUPPORT ENFORCEMENT ANNUAL DATA REPORT**

## **GENERAL REPORTING INSTRUCTIONS**

States will use the OCSE-157 to report statistical and some financial information on their Child Support Enforcement (CSE) program to the Department of Health and Human Services (HHS). The reporting of this information will enable the Secretary of HHS to comply with Section 452(a) and (g) and Section 469 of the Social Security Act. The Act requires the Secretary to establish standards for an effective Child Support Enforcement program, to establish minimum organization and staffing requirements and to provide an annual report to Congress on the program. This information will also enable HHS to compute individual State incentive and outcome measures to be used in evaluating State performance in running a CSE program. The authority to collect this information is also set forth in regulations at 45 CFR 302.15(a).

### **1. Submittal and Due Dates**

The OCSE-157 report is to be completed by State IV-D agencies for each Federal fiscal year ending September 30th. The report is due within 30 calendar days after the last day of the fiscal year. *States may not estimate counts for reporting on the OCSE-157. Actual numbers must be reported.*

One copy of each report must be submitted to the appropriate ACF Regional Office and one copy must be submitted to the OCSE Central Office at the following address:

Department of Health and Human Services  
Administration for Children and Families  
Office of Child Support Enforcement  
DPRE, Fourth Floor East  
370 L'Enfant Promenade, S.W.  
Washington, D.C. 20447

### **2. Revised Reports**

States are expected to submit accurate reports on time. However, States may revise previously submitted reports by submitting new ones. Revised reports must be submitted **within 90 days of the end of the fiscal year** for which the report was due, therefore all final data reports must be received in OCSE by December 31<sup>st</sup> of each year. Revised data will not be used to calculate State incentive measures and will not be included in the Child Support Enforcement Preliminary or Annual Reports for the year in question, if the revised report is received after the deadline.

### **3. Consequences of Reporting Unreliable Data**

Legislation requires that state-submitted data, used to calculate incentive measures, be reliable and complete. Data to calculate individual State incentive measures will be taken from ten of the OCSE-157 line items. These lines will be audited for completeness and reliability and include: Lines 1 and 2 for the Support Orders measure, Lines 5 and 6 or 8 and 9 for the Paternity Establishment measure, Lines 24

and 25 for the Current Support measure, and Lines 28 and 29 for the Arrears measure. Refer to OCSE-AT-99-12 for detailed information on incentive formulas and requirements.

As requested in Dear Colleague Letter DC-00-77, States must have an audit trail available that consists of the case information used to compile the line items that will be used to calculate incentive measures. **If audit results determine that a State's data are incomplete or unreliable, the State will not be eligible for incentive payment for measures reliant on these data and the amounts otherwise payable to the State under title IV-A may be reduced by 1 to 5 percent.**

#### **4. Internal Edits**

OCSE will perform the following edits on data received from States and encourages States to check their data against these edits before sending in their reports:

Line 1 a < Line 1	Line 5 < Line 4
Line 1 b < Line 1	Line 7 < Line 4
Line 1c < Line 1	Line 10 < Line 9
Line 1a + 1b + 1c is not equal to Line 1	Line 18a < Line 18
Line 2a < Line 2	Line 22 ≤ Line 21
Line 2b < Line 2	Line 23 < Line 22
Line 2c < Line 2	Line 29 < Line 28
Line 2d < Line 2	
Line 2a + 2b + 2c + 2d is not equal to Line 2	
Line 3 < Line 1	

#### **5. Online Reporting**

The Office of Child Support Enforcement developed an online automated State Program Data System to allow States to submit their OCSE-157 reports electronically through the OCSE Website. The web address for accessing the online system is:

**[ocse3.acf.dhhs.gov/ext/stateperformance/performance\\_login.cfm](http://ocse3.acf.dhhs.gov/ext/stateperformance/performance_login.cfm)**

States are encouraged to use this online system since it is the quickest way of submitting information to OCSE. Please refer to DCL 99-114, dated October 12, 1999, for detailed information about the system. If you need to obtain an user ID and password, please contact the Office of Child Support Enforcement, Division of Planning, Research and Evaluation.

Initial supplies of the printed OCSE-157 Annual Data Report were mailed to each State IV-D agency. States may contact OCSE for additional copies, if necessary.

#### **6. Signature**

The OCSE-157 must be signed and dated by the director of the State's title IV-D program. The individual who signs the report is certifying that the information provided there and on all accompanying documents is accurate. For the purposes of online reporting each State Child Support Director has been given a special ID and password. Approving the electronic OCSE-157 under these IDs and passwords indicates that the appropriate person has reviewed and approved the report.

## **7. Public Reporting**

### **THE PAPERWORK REDUCTION ACT OF 1995**

Public reporting burden for this collection of information is estimated to average 4.0 hours per response, including the time for reviewing instructions, gathering and maintaining the data needed, and reviewing the collection of information

An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. The OMB control number for this report is 0970-0177.

Send comments regarding this burden estimate or any other aspect of this request for information, including suggestions for reducing this burden, to Reports Clearance Officer, Administration for Children and Families, Department of Health and Human Services, 370 L'Enfant Promenade, S.W., Washington, D.C. 20447.

## **DEFINITIONS TO USE IN COMPLETING FORM OCSE-157, CHILD SUPPORT ENFORCEMENT PROGRAM ANNUAL DATA REPORT**

The following definitions of terms are to be used in completing form OCSE- 157.

### **Case Inventory Definitions**

**IV-D Case** - A parent (mother, father, or putative father) who is now or eventually may be obligated under law for the support of a child or children receiving services under the title IV-D program.

A parent is reported as a separate IV-D case for each family with a dependent child or children that the parent may be obligated to support. **If both parents are absent and liable or potentially liable for support of a child or children receiving services under the title IV-D program, each parent is considered a separate IV-D case.**

**1. Current Assistance Case** - A case where the children are: (1) recipients of Temporary Assistance For Needy Families (TANF) under title IV-A of the Social Security Act or (2) entitled to Foster Care maintenance payments under title IV-E of the Social Security Act. In addition, the children's support rights have been assigned by a caretaker relative to a State and a referral to the State IV-D agency has been made.

**a. TANF Case** - A case where the children have been determined to be eligible for Temporary Assistance for Needy Families (TANF) under title IV-A of the Social Security Act, the children's support rights have been assigned by a caretaker relative to a State, and a referral to the State IV-D agency has been made. A TANF case is reported as a current assistance case.

**b. Foster Care Case** - A case involving children entitled to foster care maintenance payments under Title IV-E of the Social Security Act for whom a referral to the State IV-D agency has been made. A foster care case is reported as a current assistance case.

**2. Former Assistance Case** - A case where the children *formerly* received title IV-A (AFDC or TANF) or title IV-E Foster Care services.

**3. Never Assistance Case** - A case where the children are receiving services under the title IV-D program, but are not currently eligible for and have not previously received assistance under titles IV-A or IV-E of the Social Security Act.

A never assistance case includes cases where the family is receiving IV-D services as a result of a written application for IV-D services, including cases where the children are receiving State (not title IV-E) foster care services or a case where they are Medicaid recipients *not* receiving additional assistance.

- a. **Medicaid Only Case** - A case where the children have been determined eligible for or are receiving Medicaid under title XIX of the Social Security Act but whom are not current or former recipients of aid under title IV-A or IV-E of the Act. Medicaid Only cases are reported as never assistance cases.

## **Services Definitions**

**Medical Support** - Medical support refers to the responsibility of a parent to provide health coverage for a child or children. This includes: (1) payment of health insurance premiums, (2) payment of medical bills, or (3) cash payments for health insurance and/or medical bills. Medical support may be provided by either the custodial or the noncustodial parent.

**Support Order** - The legal establishment of: (1) an amount of money that is due and owed by a parent for the support of the parents children and/or (2) the responsibility to provide health insurance and/or medical support for those children. This amount or responsibility must be established by court order or administrative process, voluntary agreement (in States where such agreements are filed in the court or agency of the administrative process as an order and are legally enforceable) or other legal process. This includes a judgment for arrears. This does *not* include judgments under State laws that create a debt owed to the State by the non-custodial parent for public assistance paid for that parent's child or children (laws of general obligation).

**Paternity** - The legal establishment of fatherhood for a child, either by court determination, administrative process, or voluntary acknowledgment. A *paternity acknowledgment* involves the legal establishment of fatherhood for a child through a voluntary acknowledgement signed by both parents as part of an in-hospital or other acknowledgement service. *Paternity resolved* refers to all children born within a marriage, legitimized by marriage or adoption and children with paternity established or acknowledged.

## SECTION AND LINE ITEM INSTRUCTIONS FOR THE OCSE-157

Form OCSE-157 was developed to obtain information on the status and accomplishments of each State's Child Support Enforcement program. The form contains ten sections: A-Case Inventory, B-Paternity Establishment, C-Services Required, D-Services Provided, E-Medical Support, F-Collections Due and Distributed, G-Staff, H-Program Expenditures, I-Noncooperation and Good Cause, and J-Administrative Enforcement.

Section A, C, and most of Section B require counting the entire open IV-D caseload, while most of sections D through J require counting activities for the fiscal year for which the State is reporting. The sections' introductions and line item information give specific details related to that section or line. Particular attention should be given to the time period for counting the line items--during the fiscal year or on the last day of the fiscal year, and whether reporting is required in the individual status columns (b through d) or just the total column (a). *With the exception of Section B: Paternity Establishment, all open good cause cases should be included in the counts.*

### SECTION A: CASE INVENTORY

In this section, report the number of IV-D cases in the State's inventory in each of three status categories: (b) current assistance cases; (c) former assistance cases; and (d) never assistance cases. It is not necessary to report in column (a) in the case inventory section. Totals will be determined at OCSE using the information provided by States for columns (b) through (d).

Remember, a IV-D case is a parent (mother, father or putative father) who is or may be liable for support. A parent is reported as a separate case for each family with a dependent child or children that the parent may be obligated to support. See definition section at the front of this AT. If there are multiple putative fathers for one child, only one case should be reported.

Report all IV-D cases open at the end of the fiscal year. If a parent has more than one child in the same family and any of the children are currently receiving assistance, report the case as a current assistance case.

Include both cases sent to and received from other States in the count. County-to-county transfers of cases and multiple county involvement in cases within a State should not be reflected in case inventory counts. A case should be counted only once within a State.

When IV-D services continue to be provided to former IV-A or IV-E recipients, change status to a former assistance case. Also, report as a former assistance case any former IV-A or IV-E case in which the family has declined continued IV-D services, but there are arrearages assigned to the State that the State will attempt to collect.

#### Line 1 - Cases Open at the End of the Fiscal Year

Report the number of IV-D cases open on the last day of the fiscal year.



Include cases open at end of the fiscal year as a result of requests for assistance received from other States, as well as cases open in your State that you have referred to another State. Do not include on this line Native American and international cases over which the State has no jurisdiction. These cases should be reported separately on line 3.

Cases received on standard interstate forms from other States are counted as open IV-D cases only if specific action is required on the part of the responding State's IV-D agency and the activity required qualifies for Federal financial participation.

Report in columns (b), (c), and (d) for each item except for line 1c, that should be reported under column (d) only.

**Line 1a - Interstate Cases Initiated in This State Open at the End of the Fiscal Year**

Report the number of cases open on the last day of the fiscal year that have been sent to another State. Report a case only once, even if the case was sent to more than one State. Cases included on this line are a subset of and should have been counted in line 1.

**Line 1b - Interstate Cases Received from Another State Open at the End of the Fiscal Year**

Report the number of cases open on the last day of the fiscal year that have been received from another State. Report a case only once, even if the case was received from more than one State. These cases are a subset of and should have been counted in line 1.

**Line 1c - Medicaid Only Cases Open at the End of the Fiscal Year**

Report the number of Medicaid Only cases open on the last day of the fiscal year. Report these cases under column (d). These cases are a subset of and should have been counted in line 1. *Medicaid only cases that were previously on assistance are considered former assistance cases and are not reported on this line.*

**Line 2 - Cases Open at the End of the Fiscal Year with Support Orders Established**

Report the number of IV-D cases open on the last day of the fiscal year that have support orders established. Cases reported on line 2 are a subset of and should have been included in line 1. Include cases with orders entered prior to the case becoming a IV-D case, as well as, cases with orders established by the IV-D agency. Include judgments for arrears, regardless of whether there is a payment schedule or an order for ongoing support. Do *not* include judgments under State laws that create a debt owed to the State by the non-custodial parent for public assistance paid for that parent's child or children (laws of general obligation). Remember, count cases only once regardless of the number of orders. Do not include voluntary support agreements in this line unless the agreements are legally enforceable in the reporting State. Include all interstate cases-both cases sent to and received from other States.

**Report under columns (b), (c), and (d) for each item except for line 2d, that should be reported under column (d) only. Include all cases received from or sent to another State that have an order for support—regardless of when or where the order was established.**

**Line 2a - Interstate Cases Initiated in this State With Support Orders Established**

Report the number of cases open on the last day of the fiscal year that have a support order established or a judgment for arrears that this State referred to another State. Do *not* include judgments under laws of general obligation. These cases are a subset of and should have been counted in line 2.

**Line 2b - Interstate Cases Received from Another State With Support Orders at the End of the Fiscal Year**

Report the number of cases open on the last day of the fiscal year that have a support order established or a judgment for arrears that this State received from another State. Do *not* include judgments under laws of general obligation. These cases are a subset of and should have been counted in line 2.

**Line 2c - Cases With Orders With Zero Cash Support Open at the End of the Fiscal Year**

Report the number of cases open on the last day of the fiscal year that have an order established but no amount of cash support is included in the order. This should include orders that were established for health insurance only. Do *not* include judgments under laws of general obligation. These cases are a subset of and should have been counted in line 2.

**Line 2d - Medicaid Only Cases With Orders Open at the End of the Fiscal Year**

Report the number of Medicaid Only cases open on the last day of the fiscal year that have a support order established or a judgment for arrears. Do *not* include judgments under laws of general obligation. Report these cases under column (d). These cases are a subset of and should have been counted in line 2. *Medicaid only cases that were previously on assistance are considered former assistance cases and are not reported on this line.*

**Line 3 - Cases Open for Which the State has No Jurisdiction**

Report the number of open cases on the last day of the fiscal year over which the State has no jurisdiction. This includes cases that involve an individual over whom the IV-D agency has no civil jurisdiction (e.g. subject matter, territorial, or personal jurisdiction) available to pursue or effectuate any child support actions. In addition, no formal or informal reciprocal or cooperative agreement or other mechanism is in place to enable the State agency to take actions necessary to establish paternity, establish a child support order, or enforce an order. These cases most often involve a non-custodial parent who resides in the civil jurisdictional boundaries of another country or a Federally recognized Indian Tribe and no income or assets of this individual are located or derived from outside that jurisdiction.

However, these cases remain open for IV-D purposes and are periodically monitored to determine if there is a change in circumstances that could lead to further action.

*Non-jurisdiction cases reported on this line should not be reported in any other section and on any other line on this report. Please note that the accuracy of this information is subject to audit review.*

## **SECTION B: PATERNITY ESTABLISHMENT**

The out-of-wedlock birth and paternity information provided in this section from current and prior years' reports will be used to compute the Paternity Establishment Percentage (PEP). States are to report the number of children in each line item and not the number of cases. Include children in both initiating and responding interstate IV-D cases. A paternity can only be counted once--either when a voluntary acknowledgement is obtained or at the time an order determining paternity is established. Emancipated children should not be included in the count of children. States should only include those children who are under 18 on line 4 through 10 and lines 13 and 16. However, if a child turned 18 during the reporting year that child should be included in the count.

**States have the choice of being evaluated on a PEP that includes all the children in their caseload (the IV-D PEP) or all the children in their State (the Statewide PEP).**

Check the appropriate bracket (IV-D or Statewide) on the "Section B" line of the OCSE-157. The option can be changed at a later date, however, for calculation purposes, "like" data must be compared from year-to-year. For example, if a State uses the IV-D PEP in Years 1 and 2 and decides to use the Statewide PEP in Year 3-- State must also provide OCSE with Statewide data for Years 1 and 2, so that yearly increases and decreases can be determined using comparable data.

Report the data only under column (a) in Section B: Paternity Establishment. If a State chooses not to use the Statewide PEP, the reporting of information on line 9 is optional.

*According to section 452(g) of the Social Security Act, for purposes of calculating a State's paternity establishment percentage, "the total number of children shall not include any child who is a dependent child by reason of the death of a parent, unless paternity is established for that child." Therefore, States should not include such children on lines 5 through 10, unless paternity has been established for the child.*

*Section 452(g) of the Act further states that the total number of children shall not include... "any child with respect to whom an applicant or recipient is found by the State to qualify for a good cause or other exception to cooperation pursuant to section 454(29)." Therefore, States should not include such children on lines 5 through 10.*

*Federal fiscal year is the preferred way to report out-of-wedlock birth information on this report. However, as long as 'like' vital statistics data are used and compared from year-to-year, calendar year data or state fiscal year data is acceptable. The report should have birth information for the*

*most recent year available to the State. If a state is reporting for a period other than Federal fiscal year for the current reporting period, the State must indicated which reporting period was used.*

**Line 4 - Number of Children in Cases Open at the End of the Fiscal Year**

Report the number of children in the IV-D caseload in cases open at the end of the fiscal year reported in line 1. If there is more than one putative father for a child, count the child only once. *Only those children who are under age 18 should be included even if arrears are still being collected for an emancipated child.*

**Line 5 - Children in IV-D Cases Open at the End of the Fiscal Year Who Were Born Out of Wedlock**

Report the number of children in the IV-D caseload in cases open at the end of the fiscal year who were born out of wedlock. *Report the birth information for the current reporting fiscal year.*

**Line 6 - Children in IV-D Cases Open During or at the End of the Fiscal Year With Paternity Established or Acknowledged**

Report the number of children born out of wedlock in the IV-D caseload in cases open at the end of the fiscal year who have paternity established or acknowledged. States have the option of including paternities established or acknowledged for cases closed during the fiscal year. Paternity does not have to have been established by the IV-D agency.

**Line 7- Children in IV-D Cases Open at the End of the Fiscal Year With Paternity Resolved**

Report the number of children in the IV-D caseload open at the end of the fiscal year with paternity resolved. Include all children born within a marriage, legitimized by marriage or adoption and children with paternity established or acknowledged.

**Line 8 - Children in the State Born Out of Wedlock During the Fiscal Year**

Report the total number of children who were born out of wedlock *in the State* during the fiscal year.

**Line 9 - Children in the State with Paternity Established or Acknowledged During the Fiscal Year (Optional)**

Report the number of minor children who were born out of wedlock *in the State* for whom paternity has been established or acknowledged during the fiscal year.

**Line 10 - Children in the State with Paternity Acknowledged During the Fiscal Year**

Report the number of children born out of wedlock in the reporting State for whom paternity has been acknowledged during the fiscal year. This includes acknowledgments after genetic testing, but

before adjudication, if applicable. Include children with paternity acknowledged through the State's voluntary in-hospital acknowledgment program and other acknowledgment processes. If the State reported on line 9, this count is a subset of and should have been included in that line.

## **SECTION C: SERVICES REQUIRED**

In this section, report the number of IV-D cases open at the end of the fiscal year that need the specific service listed. If a case requires multiple services, that is locate, paternity establishment and/or enforcement, the case should be reported only where it “sits” at the time of reporting. In interstate cases both the initiating and responding State report services required.

Under Section C, report the information by case status under columns (b) through (d). Do not report a line total for these items under column (a).

A parent responsible for the support of children of more than one custodial parent is counted as a separate case for each-thus, a parent responsible for supporting children of three custodial parents would be counted as three locates needed.

**Line 11 – Reserved.** No entries.

### **Line 12 - Cases Requiring Services to Establish an Order**

Report the number of IV-D cases open at the end of the fiscal year that need services to establish a support order.

### **Line 13- Children Requiring Paternity Determination Services in Cases Open at the End of the Fiscal Year**

Report the number of children in cases open at the end of the fiscal year requiring paternity establishment Count all children whose paternity has not been established, including children in the process of having paternity established. If there is more than one putative father for a child, count the child only once.

## **SECTION D: SERVICES PROVIDED**

In this section, report the number of cases in which services were successfully provided at any time during the fiscal year. Count each service that a case received. If a case changed status during the fiscal year (e.g. from an assistance to a former assistance case), report the case status as of the end of the fiscal year. In interstate cases, both the initiating and the responding States report the service that either provided.

In Section D, report under column (a) only for line 14 and report under columns (b) through (d) for lines 16 through 20.

### **Line 14 - Title IV-A Cases Closed During Fiscal Year Where a Child Support Payment Was Received**

Report all cases terminated from TANF during the fiscal year in which there was any child support collection in the month of termination. Report the information for the fiscal year in which it is received from the IV-A agency, regardless of when the termination actually took place.

*The month of termination is the last month for which a grant is paid. Include a case in the count for this line whenever the case was terminated from TANF and a child support payment was received in the same month--even if the payment was received after the case was terminated.*

**Line 15 – Reserved.** No entries.

**Line 16 - Children in the IV-D Caseload for Whom Paternity Was Established or Acknowledged During the Fiscal Year**

Report the number of children in cases in the IV-D caseload for whom paternity was established or acknowledged during the fiscal year. A paternity established or acknowledged prior to a case's referral to IV-D is not to be counted in this item. If more than one child is included in a single paternity action, each child is counted separately. If a paternity determination action includes an order for support, the paternity is counted on line 16 and the support order is counted on line 17.

**Line 17 - Cases with Support Orders Established During the Fiscal Year**

Report the number of cases in which support orders were established by the IV-D agency during the fiscal year. Include support orders established for medical support or health insurance. A support order established before the case became a IV-D case is not counted. Also do not include judgments under State laws that create a debt owed to the State by the non-custodial parent for public assistance paid for that parents child or children (laws of general obligation).

A single support order for payment of current support and arrearages is counted as the establishment of one support order. If an order includes medical support and child support, it should be counted only once.

*If the State established a new order for a subsequent child, that establishment should be counted on line 17. The count should not include modifications made to add health insurance to the order.*

**Line 18 - Cases with Collections During the Fiscal Year**

Report the number of cases for which one or more collections were made during the fiscal year. Each case should be counted only once, regardless of the type or number of collections made for that case during the fiscal year. For example, if a Federal or State tax refund offset collection was made during the fiscal year, as well as a regular collection report one case with a collection. Include cases where no support order is established but a voluntary payment was made.

**Line 18a - Interstate Cases Received From Another State With Collections  
During  
The Fiscal Year**

Report the number of interstate cases received from another State for which one or more collections were made during the fiscal year. The number reported on this line is a subset and should be included in the number reported on line 18.

**Line 19 - Cases Sent to Another State During the Fiscal Year**

Report the number of interstate cases your State sent to other States during the fiscal year. This is the number of cases for which referrals were made, not the actual number of requests made with respect to a particular case. For example, if referrals were sent to multiple States for the same case, this would be reported once. Report a case if there has been an interstate case submittal for location, establishment of paternity or support order, enforcement of support, or any other IV-D activity.

**Line 20 - Cases Received from Another State During Fiscal Year**

Report the number of interstate cases received from another State during the fiscal year. Each case should be counted only once, regardless of the number of requests received for one case during the fiscal year.

**SECTION E: MEDICAL SUPPORT**

As explained in the definition's section, medical support is a parent's responsibility to provide health coverage for a child or children. This support may be provided by either the custodial or the noncustodial parent. It includes cash payments to be used for health insurance and health care.

In Section E, Medical Support, report line totals in column (a) only.

**Line 21 - Cases Where Medical Support is Ordered**

Report the number of cases open on the last day of the fiscal year for which medical support is ordered to be paid. This includes cash medical support amount and/or health insurance coverage. Include cases where the custodial or the noncustodial parent is ordered to provide the medical support.

**Line 22 - Cases Where Health Insurance is Ordered**

Report the number of cases on the last day of the fiscal year where health insurance is ordered. Do not include orders for cash medical support (where there is no health insurance policy). Include all cases with orders where health insurance is addressed. However, States may exclude cases where the unavailability of health insurance at reasonable cost is confirmed. The cases reported on line 22 are a subset of and should have been counted on line 21.

**Line 23 - Cases Where Health Insurance is Provided as Ordered**

Report the number of cases open on the last day of the fiscal year in line 22 for which health insurance was actually provided as stated in the order. Count only one order per case.

Do not include Medicaid and cash medical support (where there is no health insurance policy). *The insurance must be provided as stated in the order. If the order states a certain parent must provide the medical support, the case can only be included in the count if that parent actually provides the medical support.*

These cases are a subset of and should have been counted in line 22.

## **SECTION F: COLLECTIONS DUE AND DISTRIBUTED**

In this section, report the amount of collections due and the amount of collections that were distributed in the fiscal year. These amounts should be computed monthly and the total of all months reported at the end of the year. Include cash medical support payments and support due in cases that closed during the fiscal year. For purposes of this report, report distributed collections when disbursed. See AT-97-13 for collection and disbursement of child support collections information.

**Report amounts due and distributed for both initiating and responding interstate cases. If the initiating State has no order within the State, but there is an order in a responding State, the initiating State should report the amount due in the other State. If there is an order in both the initiating and the responding States, each State should report consistent with its own order.**

*Collections for spousal support, childcare, medical support, and other cash payments should be included in the amounts reported for Section F, if they are included in the child support order.*

*For cases that changed States during the fiscal year (i.e. current assistance to former assistance) a State may report the case status as of when the collection was received or as of the end of the fiscal year, as long as the State does it consistently one way or the other.*

*For purposes of counting arrears on the OCSE-157, an arrearage occurs the month that the payment is missed. Also, under Section 466(a)(9) of the Act, a State must enact laws and use procedures requiring that any payment or installment under a support order is a judgement by operation of law, without the need for further court action.*

Report under columns (b) through (d) for lines 24 through 27 and only under column (a) for lines 28 and 29.

### **Line 24 - Total Amount of Current Support Due for the Fiscal Year**

Report the total amount of current support due for the fiscal year for all IV-D cases. Include total voluntary collections as amounts due. Do not include current amounts due on arrears.

### **Line 25 - Total Amount of Support Distributed as Current Support During the Fiscal Year**



Report the total amount of support distributed as current support during the fiscal year for all IV-D cases. Voluntary payments are considered current support and should be reported here even though there is no order to require payment.

**Line 26 - Total Amount of Arrears Due for All Fiscal Years**

Report the total amount of arrears due and unpaid as of the end of the fiscal year for all fiscal years, including the fiscal year covered by the report. Interests and penalties on arrearages may be included.

**Line 27 - Total Amount of Support Distributed as Arrears During the Fiscal Year**

Report the total amount of support distributed this fiscal year as arrearages. The amounts reported should include judgments ordered and paid this fiscal year for prior year support.

**Line 28 - Cases with Arrears Due During the Fiscal Year**

Report the number of cases with arrears due during the fiscal year. Include cases closed during the fiscal year with arrearages.

**Line 29 - Cases Paying Toward Arrearages During the Fiscal Year**

Of those cases reported on line 28, report the number that made at least one payment toward arrears during the fiscal year. Report the total number of IV-D cases in which payments of past-due child support were received during the fiscal year and part or all of the payments were distributed to the family to which the past-due child support was owed (or, if all past-due child support owed to the family was, at the time of receipt, subject to an assignment to the State, part or all of the payments were retained by the State). In other words, count those cases where all of the past-due support was *disbursed* to the family because all support was owed to the family, or all of the past-due support was retained by the State because all support was *assigned* to the State.

However, if some of the past due support was assigned to the State *and some* was owed to the family, only count those cases where some of the support actually was disbursed to the family.

This means that in never assistance cases, all payments go to the family, so States should count all cases with any payments applied to past-due support and paid to the family. In current assistance cases, all support is assigned to the State, so States should count all cases with payments applied to past-due support and retained by the State. However, in former assistance cases, if some past-due support was owed to the family at the time of the collection, States can only count the case if some of the collection was applied to past-due support and paid to the family.

**SECTION G: STAFF**

Report the number of staff employed on the last working day of September of the reporting year. Report these numbers in full-time equivalent (FTE) figures (divide the total number of hours

worked by all part-time staff by 2080 hours). This makes staffing figures reported by States with varying staffing patterns comparable.

For Section G, report under column (a) only.

**Line 30 - Full-time Equivalent Employees of State and Local Title IV-D Offices**

Report the total number of FTE staff employed by the State and local IV-D agencies. Do not include any staff working under cooperative agreements (see line 31) or for private IV-D agencies (see line 32).

**Line 31 - Full-time Equivalent Employees Under Cooperative Agreements**

Report the total number of FTE staff employed by an agency (public or private) working under a cooperative agreement with the IV-D agency. Do not count any staff already counted in line 30.

**Line 32 - Full-time Equivalent Employees of Privatized IV-D Agencies**

Report the total number of FTE staff employed by privatized IV-D agencies. Do not include any staff already counted in line 30 or 31.

**SECTION H:**

**Lines 33 through 37 - Reserved.** No entries.

**SECTION I: NONCOOPERATION AND GOOD CAUSE**

Report the number of cases at the end of the fiscal year in which an applicant for or recipient of TANF has refused to cooperate in identifying and locating the noncustodial parent. Also report the number of cases in which the refusal is based on good cause as determined by the State.

For Section 1, report only under column (b).

**Line 38 - Cases at the End of the Fiscal Year in Which There is a Determination of Noncooperation**

Report the number of IV-D TANF cases open at the end of the fiscal year in which a determination was made that the custodial parent refused to cooperate with State agencies in identifying and locating the noncustodial parent.

**Line 39 - Cases Open during the Fiscal Year with Good Cause Determinations**

Report the number of cases open during the fiscal year in which it was determined by the State that the custodial parent has a good cause for refusing to cooperate with State agencies in identifying and locating the noncustodial parent

## **SECTION J: ADMINISTRATIVE ENFORCEMENT**

States are required to respond promptly to a request made by another State to enforce a support order. For these “quick enforcement” cases, the responding State does not open a case and neither State considers the case to be transferred to the caseload of the responding State. The responding State is to conduct “high-volume automated administrative enforcement” in which the request is matched against State data bases to determine if information on the location and income of the obligor is available, and if income or assets are found, enforcement action is taken. *The count is the number of cases for which requests were received, not the number of batches when multiple requests are received on a single tape.*

### **Line 40 - Administrative Enforcement Requests Received From Another State During the Fiscal Year**

Report the number of cases in administrative enforcement requests that were received from another state during the fiscal year.

### **Line 41 - Administrative Enforcement Cases With a Collection During the Fiscal Year**

Report the number of administrative enforcement cases received from another State for which one or more collections were made during the fiscal year.

### **Line 42 - Amount of Support Collected on Administrative Enforcement Cases During the Fiscal Year**

For those cases reported on line 41, report the amount of collections received during the fiscal year.

## **Attachment E**

# Interface Specification Document

<b>Record #:</b> 1
<b>Record Name:</b> Child Support System Universe
<b>Record Occurrences:</b> one per Case ID
<b>File Type:</b> ASCII
<b>Field Constraints:</b> Alpha fields: left justified, space filled Numeric fields: right justified, zero filled, no commas Dollar fields: right justified, zero filled, decimal point, 2 decimal places SSN fields: no separators (i.e. hyphens) Date fields: mmddccyy – mm month (01 – 12), dd day (01 – 31), cc century (20), yy year (01 – 99)  fields for which values are unknown will be space filled Filler fields will be space filled
<b>Field Delimiter:</b> none
<b>Record Delimiter:</b> Carriage return, Line feed

Field Name	Field Number	Start Position	End Position	Field Size	Usage *	Extended Description
Record Type	1	1	10	10	A	Must contain the text "Universe"
County Code	2	11	12	2	N	2 digit county code (01-58)
Case ID	3	13	62	50	A/N	
NCP SSN	4	63	72	10	N	
NCP Last Name	5	73	122	50	A	
NCP First Name	6	123	172	50	A	
NCP Middle Name	7	173	222	50	A	
CP SSN	8	223	232	10	N	
CP Last Name	9	233	282	50	A	
CP First Name	10	283	332	50	A	
CP Middle Name	11	333	382	50	A	
Case Status	13	383	383	1	A	Values will be "O" or "C" O = Open, C = Closed
Status Date	14	384	393	10	A	Value will be date case was closed, if Case Status = "C".

Field Name	Field Number	Start Position	End Position	Field Size	Usage *	Extended Description
						Value will be date of last case change between TANF, NON-TANF, federal Foster Care, or state Foster Care. This date is desired even though we are not reporting the type of change that has occurred.
IV-D Status	15	394	403	10	N	Must contain the text "IV-D"

<b>Record #:</b> 2
<b>Record Name:</b> Open Cases – Detail for Line 1 of CS 157
<b>Record Occurrences:</b> one per open case
<b>File Type:</b> ASCII
<b>Field Constraints:</b> Alpha fields: left justified, space filled Numeric fields: right justified, zero filled, no commas Dollar fields: right justified, zero filled, decimal point, 2 decimal places SSN fields: no separators (i.e. hyphens) Date fields: mmddccyy – mm month (01 – 12), dd day (01 – 31), cc century (20), yy year (01 – 99)  fields for which values are unknown will be space filled Filler fields will be space filled
<b>Field Delimiter:</b> none
<b>Record Delimiter:</b> Carriage return, Line feed

Field Name	Field Number	Start Position	End Position	Field Size	Usage*	Extended Description
Record Type	1	1	50	50	A	Must contain the text "Open"
County Code	2	51	52	2	N	2 digit county code (01-58)
Case ID	3	53	102	50	A/N	
Filler	4	103	402	300	A	

<b>Record #:</b> 3
<b>Record Name:</b> Support Cases – Detail for Line 2 of CS 157
<b>Record Occurrences:</b> one per open support case
<b>File Type:</b> ASCII
<b>Field Constraints:</b> Alpha fields: left justified, space filled Numeric fields: right justified, zero filled, no commas Dollar fields: right justified, zero filled, decimal point, 2 decimal places SSN fields: no separators (i.e. hyphens) Date fields: mmddccyy – mm month (01 – 12), dd day (01 – 31), cc century (20), yy year (01 – 99)  fields for which values are unknown will be space filled Filler fields will be space filled
<b>Field Delimiter:</b> none
<b>Record Delimiter:</b> Carriage return, Line feed

Field Name	Field Number	Start Position	End Position	Field Size	Usage*	Extended Description
Record Type	1	1	50	50	A	Must contain the text "Support"
County Code	2	51	52	2	N	2 digit county code (01-58)
Case ID	3	53	102	50	A/N	
Filler	4	103	402	300	A	



<b>Record #:</b> 4
<b>Record Name:</b> Out of Wedlock Children in Open Cases – Detail for Line 5 of CS 157
<b>Record Occurrences:</b> one per child born out of wedlock in open case
<b>File Type:</b> ASCII
<b>Field Constraints:</b> Alpha fields: left justified, space filled Numeric fields: right justified, zero filled, no commas Dollar fields: right justified, zero filled, decimal point, 2 decimal places SSN fields: no separators (i.e. hyphens) Date fields: mmddccyy – mm month (01 – 12), dd day (01 – 31), cc century (20), yy year (01 – 99)  fields for which values are unknown will be space filled Filler fields will be space filled
<b>Field Delimiter:</b> none
<b>Record Delimiter:</b> Carriage return, Line feed

Field Name	Field Number	Start Position	End Position	Field Size	Usage*	Extended Description
Record Type	1	1	50	50	A	Must contain the text "Wedlock"
County Code	2	51	52	2	N	2 digit county code (01-58)
Case ID	3	53	102	50	A/N	
Child ID	4	103	152	50	A/N	If more than 1 case for a child, report only 1 case ID.
Filler	5	153	402	250	A	

<b>Record #:</b> 5
<b>Record Name:</b> Children with Paternity established – Detail for Line 6 of CS 157
<b>Record Occurrences:</b> one per child with paternity established
<b>File Type:</b> ASCII
<b>Field Constraints:</b> Alpha fields: left justified, space filled Numeric fields: right justified, zero filled, no commas Dollar fields: right justified, zero filled, decimal point, 2 decimal places SSN fields: no separators (i.e. hyphens) Date fields: mmddccyy – mm month (01 – 12), dd day (01 – 31), cc century (20), yy year (01 – 99)  fields for which values are unknown will be space filled Filler fields will be space filled
<b>Field Delimiter:</b> none
<b>Record Delimiter:</b> Carriage return, Line feed

Field Name	Field Number	Start Position	End Position	Field Size	Usage*	Extended Description
Record Type	1	1	50	50	A	Must contain the text "Paternity"
County Code	2	51	52	2	N	2 digit county code (01-58)
Case ID	3	53	102	50	A/N	
Child ID	4	103	152	50	A/N	If more than 1 case for a child, report only 1 case ID.
Filler	5	153	402	250	A	

<b>Record #:</b> 6
<b>Record Name:</b> Children for Whom Paternity was established Judicially – Detail for Line 16 of CS 157
<b>Record Occurrences:</b> one per child with paternity established during FFY
<b>File Type:</b> ASCII
<b>Field Constraints:</b> Alpha fields: left justified, space filled Numeric fields: right justified, zero filled, no commas Dollar fields: right justified, zero filled, decimal point, 2 decimal places SSN fields: no separators (i.e. hyphens) Date fields: mmddccyy – mm month (01 – 12), dd day (01 – 31), cc century (20), yy year (01 – 99)  fields for which values are unknown will be space filled Filler fields will be space filled
<b>Field Delimiter:</b> none
<b>Record Delimiter:</b> Carriage return, Line feed

Field Name	Field Number	Start Position	End Position	Field Size	Usage*	Extended Description
Record Type	1	1	50	50	A	Must contain the text “Judicial”
County Code	2	51	52	2	N	2 digit county code (01-58)
Child ID	3	53	102	50	A/N	
Child Last Name	4	103	152	50	A	
Child First Name	5	153	202	50	A	
Child Middle Name	6	203	252	50	A	
Child SSN	7	253	302	50	N	
Child Birth Date	8	303	352	50	N	
Filler	9	353	402	50	A	

<b>Record #:</b> 7
<b>Record Name:</b> Total Current Support Due – Detail for Line 24 of CS 157
<b>Record Occurrences:</b> one per open case
<b>File Type:</b> ASCII
<b>Field Constraints:</b> Alpha fields: left justified, space filled Numeric fields: right justified, zero filled, no commas Dollar fields: right justified, zero filled, decimal point, 2 decimal places SSN fields: no separators (i.e. hyphens) Date fields: mmddccyy – mm month (01 – 12), dd day (01 – 31), cc century (20), yy year (01 – 99)  fields for which values are unknown will be space filled Filler fields will be space filled
<b>Field Delimiter:</b> none
<b>Record Delimiter:</b> Carriage return, Line feed

Field Name	Field Number	Start Position	End Position	Field Size	Usage*	Extended Description
Record Type	1	1	50	50	A	Must contain the text "Current"
County Code	2	51	52	2	N	2 digit county code (01-58)
Case ID	3	53	102	50	A/N	
Amount Due	4	103	152	50	N	
Filler	5	153	402	250	A	

<b>Record #:</b> 8
<b>Record Name:</b> Total Support Distributed as Current Support during FFY – Detail for Line 25 of CS 157
<b>Record Occurrences:</b> one per open case
<b>File Type:</b> ASCII
<b>Field Constraints:</b> Alpha fields: left justified, space filled Numeric fields: right justified, zero filled, no commas Dollar fields: right justified, zero filled, decimal point, 2 decimal places SSN fields: no separators (i.e. hyphens) Date fields: mmddccyy – mm month (01 – 12), dd day (01 – 31), cc century (20), yy year (01 – 99)  fields for which values are unknown will be space filled Filler fields will be space filled
<b>Field Delimiter:</b> none
<b>Record Delimiter:</b> Carriage return, Line feed

Field Name	Field Number	Start Position	End Position	Field Size	Usage*	Extended Description
Record Type	1	1	50	50	A	Must contain the text “Distributed”
County Code	2	51	52	2	N	2 digit county code (01-58)
Case ID	3	53	102	50	A/N	
Amount Distributed	4	103	152	50	N	
Filler	5	153	402	250	A	

<b>Record #:</b> 9
<b>Record Name:</b> Cases with arrears due during the FFY – Detail for Line 28 of CS 157
<b>Record Occurrences:</b> one per case with arrears due during FFY
<b>File Type:</b> ASCII
<b>Field Constraints:</b> Alpha fields: left justified, space filled Numeric fields: right justified, zero filled, no commas Dollar fields: right justified, zero filled, decimal point, 2 decimal places SSN fields: no separators (i.e. hyphens) Date fields: mmddccyy – mm month (01 – 12), dd day (01 – 31), cc century (20), yy year (01 – 99)  fields for which values are unknown will be space filled Filler fields will be space filled
<b>Field Delimiter:</b> none
<b>Record Delimiter:</b> Carriage return, Line feed

Field Name	Field Number	Start Position	End Position	Field Size	Usage*	Extended Description
Record Type	1	1	50	50	A	Must contain the text "Arrears"
County Code	2	51	52	2	N	2 digit county code (01-58)
Case ID	3	53	102	50	A/N	
Filler	4	103	402	300	A	

<b>Record #:</b> 10
<b>Record Name:</b> Cases paying towards arrears during FFY – Detail for Line 29 of CS 157
<b>Record Occurrences:</b> one per case paying towards arrears
<b>Field Name:</b> Record Type
<b>File Type:</b> ASCII
<b>Field Constraints:</b> Alpha fields: left justified, space filled Numeric fields: right justified, zero filled, no commas Dollar fields: right justified, zero filled, decimal point, 2 decimal places SSN fields: no separators (i.e. hyphens) Date fields: mmddccyy – mm month (01 – 12), dd day (01 – 31), cc century (20), yy year (01 – 99)  fields for which values are unknown will be space filled Filler fields will be space filled
<b>Field Delimiter:</b> none
<b>Record Delimiter:</b> Carriage return, Line feed

Field Name	Field Number	Start Position	End Position	Field Size	Usage*	Extended Description
Record Type	1	1	50	50	A	Must contain the text "Paying"
County Code	2	51	52	2	N	2 digit county code (01-58)
Case ID	3	53	102	50	A/N	
Filler	4	103	402	300	A	

<b>Record #:</b>
<b>Record Name:</b>
<b>Record Occurrences:</b>
<b>Field Name:</b>
<b>Field Number:</b>
<b>Delimiter:</b>
<b>Field Occurrences:</b>
<b>Record Position:</b>
<b>Length (bytes):</b>
<b>Field Format:</b>
<b>Format Type:</b>
<b>Range of Values:</b>



## **Attachment F**

# Interface Specification Document

<b>Record #:</b> 1
<b>Record Name:</b> CS 157 County Data
<b>Record Occurrences:</b> 1
<b>File Type:</b> ASCII
<b>Field Constraints:</b> Alpha fields: left justified, space filled Numeric fields: right justified, space filled Dollar fields: right justified, space filled, decimal point, 2 decimal places, no dollar sign (\$)  The file layout for the data associated with the CS 157 described here is the jetform dat file. The submitted file may contain the header information normally produced for the dat file. The DCSS submission software will ignore the header information.
<b>Field Delimiter:</b> Carriage return, Line feed
<b>Record Delimiter:</b> none

Field Name	Field Number	Start Position	End Position	Field Size	Usage *	Extended Description
Line 1 Cell 1 – position	1	1	14	14	N	This filed must contain “^GLOBAL CURL01”
Line 1 Cell 1 - data	2	17	29	13	N	
Line 1 Cell 2 - position	3	32	45	14	N	This filed must contain “^GLOBAL FMRL01”
Line 1 Cell 2 - data	4	48	60	13	N	
Line 1 Cell 3 – position	5	63	76	14	N	This filed must contain “^GLOBAL NVRL01”
Line 1 Cell 3 - data	6	79	91	13	N	
Line 1a Cell 4 – position	7	94	108	15	N	This filed must contain “^GLOBAL CURL01A”
Line 1a Cell 4 - data	8	111	123	13	N	
Line 1a Cell 5 – position	9	126	130	15	N	This filed must contain “^GLOBAL FMRL01A”

Field Name	Field Number	Start Position	End Position	Field Size	Usage *	Extended Description
Line 1a Cell 5 - data	10	133	145	13	N	
Line 1a Cell 6 – position	11	148	162	15	N	This filed must contain “^GLOBAL NVRL01A”
Line 1a Cell 6 - data	12	165	177	13	N	
Line 1b Cell 7 – position	13	180	194	15	N	This filed must contain “^GLOBAL CURL01B”
Line 1b Cell 7 - data	14	197	209	13	N	
Line 1b Cell 8 – position	15	212	226	15	N	This filed must contain “^GLOBAL FMRL01B”
Line 1b Cell 8 - data	16	229	241	13	N	
Line 1b Cell 9 – position	17	244	258	15	N	This filed must contain “^GLOBAL NVRL01B”
Line 1b Cell 9 - data	18	261	273	13	N	
Line 1c Cell 10 – position	19	276	300	15	N	This filed must contain “^GLOBAL NVRL01C”
Line 1c Cell 10 - data	20	303	315	13	N	
Line 2 Cell 11 – position	21	318	331	14	N	This filed must contain “^GLOBAL CURL02”
Line 2 Cell 11 - data	22	334	346	13	N	
Line 2 Cell 12 – position	23	349	362	14	N	This filed must contain “^GLOBAL FMRL02”
Line 2 Cell 12 - data	24	365	377	13	N	
Line 2 Cell 13 – position	25	380	393	14	N	This filed must contain “^GLOBAL NVRL02”
Line 2 Cell 13 - data	26	396	408	13	N	
Line 2a Cell 14 – position	27	411	425	15	N	This filed must contain “^GLOBAL CURL02A”
Line 2a Cell 14 - data	28	428	440	13	N	
Line 2a Cell 15 – position	29	443	457	15	N	This filed must contain “^GLOBAL FMRL02A”
Line 2a Cell 15 - data	30	460	472	13	N	
Line 2a Cell 16 – position	31	475	489	15	N	This filed must contain “^GLOBAL NVRL02A”

Field Name	Field Number	Start Position	End Position	Field Size	Usage *	Extended Description
Line 2a Cell 16 - data	32	492	504	13	N	
Line 2b Cell 17 – position	33	507	521	15	N	This filed must contain “^GLOBAL CURL02B”
Line 2b Cell 17 - data	34	524	536	13	N	
Line 2b Cell 18 – position	35	539	553	15	N	This filed must contain “^GLOBAL FMRL02B”
Line 2b Cell 18 - data	36	556	568	13	N	
Line 2b Cell 19 – position	37	571	585	15	N	This filed must contain “^GLOBAL NVRL02B”
Line 2b Cell 19 - data	38	588	600	13	N	
Line 2c Cell 20 – position	39	603	617	15	N	This filed must contain “^GLOBAL CURL02C”
Line 2c Cell 20 - data	40	620	632	13	N	
Line 2c Cell 21 – position	41	633	647	15	N	This filed must contain “^GLOBAL FMRL02C”
Line 2c Cell 21 - data	42	650	662	13	N	
Line 2c Cell 22 – position	43	665	679	15	N	This filed must contain “^GLOBAL NVRL02C”
Line 2c Cell 22 - data	44	682	694	13	N	
Line 2d Cell 23 – position	45	697	711	15	N	This filed must contain “^GLOBAL NVRL02D”
Line 2d Cell 23 - data	46	714	726	13	N	
Line 3 Cell 24 – position	47	729	742	14	N	This filed must contain “^GLOBAL CURL03”
Line 3 Cell 24 - data	48	745	757	13	N	
Line 3 Cell 25 – position	49	760	773	14	N	This filed must contain “^GLOBAL FMRL03”
Line 3 Cell 25 - data	50	776	788	13	N	
Line 3 Cell 26 – position	51	791	804	14	N	This filed must contain “^GLOBAL NVRL03”
Line 3 Cell 26 - data	52	807	819	13	N	
Line 4 Cell 27 – position	53	822	835	14	N	This filed must contain “^GLOBAL TOTL04”

Field Name	Field Number	Start Position	End Position	Field Size	Usage *	Extended Description
Line 4 Cell 27 - data	54	838	850	13	N	
Line 5 Cell 28 – position	55	853	866	14	N	This filed must contain “^GLOBAL TOTL05”
Line 5 Cell 28 - data	56	869	881	13	N	
Line 6 Cell 29 – position	57	884	897	14	N	This filed must contain “^GLOBAL TOTL06”
Line 6 Cell 29 - data	58	900	912	13	N	
Line 7 Cell 30 – position	59	915	928	14	N	This filed must contain “^GLOBAL TOTL07”
Line 7 Cell 30 - data	60	931	943	13	N	
Line 12 Cell 31 – position	61	946	959	14	N	This filed must contain “^GLOBAL CURL12”
Line 12 Cell 31 - data	62	962	974	13	N	
Line 12 Cell 32 – position	63	977	990	14	N	This filed must contain “^GLOBAL FMRL12”
Line 12 Cell 32 - data	64	993	1005	13	N	
Line 12 Cell 33 – position	65	1008	1021	14	N	This filed must contain “^GLOBAL NVRL12”
Line 12 Cell 33 - data	66	1024	1036	13	N	
Line 13 Cell 34 – position	67	1039	1052	14	N	This filed must contain “^GLOBAL CURL13”
Line 13 Cell 34 - data	68	1055	1067	13	N	
Line 13 Cell 35 – position	69	1070	1083	14	N	This filed must contain “^GLOBAL FMRL13”
Line 13 Cell 35 - data	70	1086	1098	13	N	
Line 13 Cell 36 – position	71	1101	1114	14	N	This filed must contain “^GLOBAL NVRL13”
Line 13 Cell 36 - data	72	1117	1129	13	N	
Line 14 Cell 37 – position	73	1132	1145	14	N	This filed must contain “^GLOBAL TOTL14”
Line 14 Cell 37 - data	74	1148	1160	13	N	
Line 16 Cell 38 – position	75	1163	1176	14	N	This filed must contain “^GLOBAL CURL16”

Field Name	Field Number	Start Position	End Position	Field Size	Usage *	Extended Description
Line 16 Cell 38 - data	76	1179	1191	13	N	
Line 16 Cell 39 – position	77	1194	1207	14	N	This filed must contain “^GLOBAL FMRL16”
Line 16 Cell 39 - data	78	1210	1222	13	N	
Line 16 Cell 40 – position	79	1225	1238	14	N	This filed must contain “^GLOBAL NVRL16”
Line 16 Cell 40 - data	80	1241	1253	13	N	
Line 16b Cell 44 – position	81	1256	1270	15	N	This filed must contain “^GLOBAL CURL16B”
Line 16b Cell 44 - data	82	1273	1285	13	N	
Line 16b Cell 45 – position	83	1288	1302	15	N	This filed must contain “^GLOBAL FMRL16B”
Line 16b Cell 45 - data	84	1305	1317	13	N	
Line 16b Cell 46 – position	85	1320	1334	15	N	This filed must contain “^GLOBAL NVRL16B”
Line 16b Cell 46 - data	86	1337	1349	13	N	
Line 16c Cell 47 – position	87	1352	1366	15	N	This filed must contain “^GLOBAL CURL16C”
Line 16c Cell 47 - data	88	1369	1381	13	N	
Line 16c Cell 48 – position	89	1384	1398	15	N	This filed must contain “^GLOBAL FMRL16C”
Line 16c Cell 48 - data	90	1401	1413	13	N	
Line 16c Cell 49 – position	91	1416	1430	15	N	This filed must contain “^GLOBAL NVRL16C”
Line 16c Cell 49 - data	92	1433	1445	13	N	
Line 17 Cell 50 – position	93	1448	1461	14	N	This filed must contain “^GLOBAL CURL17”
Line 17 Cell 50 - data	94	1464	1478	13	N	
Line 17 Cell 51 – position	95	1481	1495	14	N	This filed must contain “^GLOBAL FMRL17”
Line 17 Cell 51 - data	96	1498	1500	13	N	
Line 17 Cell 52 – position	97	1503	1516	14	N	This filed must contain “^GLOBAL NVRL17”

Field Name	Field Number	Start Position	End Position	Field Size	Usage *	Extended Description
Line 17 Cell 52 - data	98	1519	1531	13	N	
Line 18 Cell 53 – position	99	1534	1547	14	N	This filed must contain “^GLOBAL CURL18”
Line 18 Cell 53 - data	100	1550	1562	13	N	
Line 18 Cell 54 – position	101	1565	1578	14	N	This filed must contain “^GLOBAL FMRL17”
Line 18 Cell 54 - data	102	1581	1593	13	N	
Line 18 Cell 55 – position	103	1596	1609	14	N	This filed must contain “^GLOBAL NVRL18”
Line 18 Cell 55 - data	104	1612	1624	13	N	
Line 18a Cell 56 – position	105	1627	1641	15	N	This filed must contain “^GLOBAL CURL18A”
Line 18a Cell 56 - data	106	1644	1656	13	N	
Line 18a Cell 57 – position	107	1659	1673	15	N	This filed must contain “^GLOBAL FMRL18A”
Line 18a Cell 57 - data	108	1676	1688	13	N	
Line 18a Cell 58 – position	109	1691	1705	15	N	This filed must contain “^GLOBAL NVRL18A”
Line 18a Cell 58 - data	110	1708	1720	13	N	
Line 19 Cell 59 – position	111	1723	1736	14	N	This filed must contain “^GLOBAL CURL19”
Line 19 Cell 59 - data	112	1739	1751	13	N	
Line 19 Cell 60 – position	113	1754	1767	14	N	This filed must contain “^GLOBAL FMRL19”
Line 19 Cell 60 - data	114	1770	1782	13	N	
Line 19 Cell 61 – position	115	1785	1798	14	N	This filed must contain “^GLOBAL NVRL19”
Line 19 Cell 61 - data	116	1801	1813	13	N	
Line 20 Cell 62 – position	117	1816	1829	14	N	This filed must contain “^GLOBAL CURL20”
Line 20 Cell 62 - data	118	1832	1844	13	N	
Line 20 Cell 63 – position	119	1847	1860	14	N	This filed must contain “^GLOBAL FMRL20”

Field Name	Field Number	Start Position	End Position	Field Size	Usage *	Extended Description
Line 20 Cell 63 - data	120	1863	1875	13	N	
Line 20 Cell 64 – position	121	1878	1891	14	N	This filed must contain “^GLOBAL NVRL20”
Line 20 Cell 64 - data	122	1894	1906	13	N	
Line 21 Cell 65 – position	123	1909	1922	14	N	This filed must contain “^GLOBAL TOTL21”
Line 21 Cell 65 - data	124	1925	1937	13	N	
Line 22 Cell 66 – position	125	1940	1953	14	N	This filed must contain “^GLOBAL TOTL22”
Line 22 Cell 66 - data	126	1956	1968	13	N	
Line 23 Cell 67 – position	127	1971	1984	14	N	This filed must contain “^GLOBAL TOTL23”
Line 23 Cell 67 - data	128	1987	1999	13	N	
Line 24 Cell 68 – position	129	2002	2015	14	N	This filed must contain “^GLOBAL CURL24”
Line 24 Cell 68 - data	130	2018	2033	16	N	
Line 24 Cell 69 – position	131	2036	2049	14	N	This filed must contain “^GLOBAL FMRL24”
Line 24 Cell 69 - data	132	2052	2067	16	N	
Line 24 Cell 70 – position	133	2070	2083	14	N	This filed must contain “^GLOBAL NVRL24”
Line 24 Cell 70 - data	134	2086	2101	16	N	
Line 25 Cell 71 – position	135	2104	2117	14	N	This filed must contain “^GLOBAL CURL25”
Line 25 Cell 71 - data	136	2120	2135	16	N	
Line 25 Cell 72 – position	137	2138	2151	14	N	This filed must contain “^GLOBAL FMRL25”
Line 25 Cell 72 - data	138	2154	2169	16	N	
Line 25 Cell 73 – position	139	2172	2185	14	N	This filed must contain “^GLOBAL NVRL25”
Line 25 Cell 73 - data	140	2188	2203	16	N	
Line 26 Cell 74 – position	141	2206	2219	14	N	This filed must contain “^GLOBAL CURL26”



Field Name	Field Number	Start Position	End Position	Field Size	Usage *	Extended Description
Line 26 Cell 74 - data	142	2222	2237	16	N	
Line 26 Cell 75 – position	143	2240	2253	14	N	This filed must contain “^GLOBAL FMRL26”
Line 26 Cell 75 - data	144	2256	2271	16	N	
Line 26 Cell 76 – position	145	2274	2287	14	N	This filed must contain “^GLOBAL NVRL26”
Line 26 Cell 76 - data	146	2290	2305	16	N	
Line 27 Cell 77 – position	147	2308	2321	14	N	This filed must contain “^GLOBAL CURL27”
Line 27 Cell 77 - data	148	2324	2339	16	N	
Line 27 Cell 78 – position	149	2342	2355	14	N	This filed must contain “^GLOBAL FMRL27”
Line 27 Cell 78 - data	150	2358	2373	16	N	
Line 27 Cell 79 – position	151	2376	2389	14	N	This filed must contain “^GLOBAL NVRL27”
Line 27 Cell 79 - data	152	2392	2407	16	N	
Line 28 Cell 80 – position	153	2410	2423	14	N	This filed must contain “^GLOBAL TOTL28”
Line 28 Cell 80 - data	154	2426	2438	13	N	
Line 29 Cell 81 – position	155	2441	2454	14	N	This filed must contain “^GLOBAL TOTL29”
Line 29 Cell 81 - data	156	2457	2469	13	N	
Line 30 Cell 82 – position	157	2472	2485	14	N	This filed must contain “^GLOBAL TOTL30”
Line 30 Cell 82 - data	158	2488	2500	13	N	
Line 31 Cell 83 – position	159	2503	2516	14	N	This filed must contain “^GLOBAL TOTL31”
Line 31 Cell 83 - data	160	2519	2531	13	N	
Line 38 Cell 84 – position	161	2534	2547	14	N	This filed must contain “^GLOBAL TOTL38”
Line 38 Cell 84 - data	162	2550	2562	13	N	
Line 39 Cell 85 – position	163	2565	2578	14	N	This filed must contain “^GLOBAL TOTL39”

Field Name	Field Number	Start Position	End Position	Field Size	Usage *	Extended Description
Line 39 Cell 85 - data	164	2581	2593	13	N	

<b>Record #:</b>
<b>Record Name:</b>
<b>Record Occurrences:</b>
<b>Field Name:</b>
<b>Field Number:</b>
<b>Delimiter:</b>
<b>Field Occurrences:</b>
<b>Record Position:</b>
<b>Length (bytes):</b>
<b>Field Format:</b>
<b>Format Type:</b>
<b>Range of Values:</b>

## **Attachment G**

# Interface Specification Document

<b>Record #:</b> 1
<b>Record Name:</b> CS 157 County Data
<b>Record Occurrences:</b> 1
<b>File Type:</b> ASCII
<b>Field Constraints:</b> Alpha fields: left justified, space filled Numeric fields: right justified, space filled, no commas Dollar fields: right justified, space filled, decimal point, 2 decimal places, no dollar sign (\$), no commas, decimal point included
<b>Field Delimiter:</b> none
<b>Record Delimiter:</b> none

Field Name	Field Number	Start Position	End Position	Field Size	Usage*	Extended Description
Line 1 Cell 1	1	1	20	20	N	
Line 1 Cell 2	2	21	40	20	N	
Line 1 Cell 3	3	41	60	20	N	
Line 1a Cell 4	4	61	80	20	N	
Line 1a Cell 5	5	81	100	20	N	
Line 1a Cell 6	6	101	120	20	N	
Line 1b Cell 7	7	121	140	20	N	
Line 1b Cell 8	8	141	160	20	N	
Line 1b Cell 9	9	161	180	20	N	
Line 1c Cell 10	10	181	200	20	N	
Line 2 Cell 11	11	201	220	20	N	
Line 2 Cell 12	12	221	240	20	N	
Line 2 Cell 13	13	241	260	20	N	
Line 2a Cell 14	14	261	280	20	N	
Line 2a Cell 15	15	281	300	20	N	
Line 2a Cell 16	16	301	320	20	N	
Line 2b Cell 17	17	321	340	20	N	
Line 2b Cell 18	18	341	360	20	N	
Line 2b Cell 19	19	361	380	20	N	
Line 2c Cell 20	20	381	400	20	N	
Line 2c Cell 21	21	401	420	20	N	

Field Name	Field Number	Start Position	End Position	Field Size	Usage*	Extended Description
Line 2c Cell 22	22	421	440	20	N	
Line 2d Cell 23	23	441	460	20	N	
Line 3 Cell 24	24	461	480	20	N	
Line 3 Cell 25	25	481	500	20	N	
Line 3 Cell 26	26	501	520	20	N	
Line 4 Cell 27	27	521	540	20	N	
Line 5 Cell 28	28	541	560	20	N	
Line 6 Cell 29	29	561	580	20	N	
Line 7 Cell 30	30	581	600	20	N	
Line 12 Cell 31	31	601	620	20	N	
Line 12 Cell 32	32	621	640	20	N	
Line 12 Cell 33	33	641	660	20	N	
Line 13 Cell 34	34	661	680	20	N	
Line 13 Cell 35	35	681	700	20	N	
Line 13 Cell 36	36	701	720	20	N	
Line 14 Cell 37	37	721	740	20	N	
Line 16 Cell 38	38	741	760	20	N	
Line 16 Cell 39	39	761	780	20	N	
Line 16 Cell 40	40	781	800	20	N	
Line 16b Cell 44	41	801	820	20	N	
Line 16b Cell 45	42	821	840	20	N	
Line 16b Cell 46	43	841	860	20	N	
Line 16c Cell 47	44	861	880	20	N	
Line 16c Cell 48	45	881	900	20	N	
Line 16c Cell 49	46	901	920	20	N	
Line 17 Cell 50	47	921	940	20	N	
Line 17 Cell 51	48	941	960	20	N	
Line 17 Cell 52	49	961	980	20	N	
Line 18 Cell 53	50	981	1000	20	N	
Line 18 Cell 54	51	1001	1020	20	N	
Line 18 Cell 55	52	1021	1040	20	N	
Line 18a Cell 56	53	1041	1060	20	N	
Line 18a Cell 57	54	1061	1080	20	N	
Line 18a Cell 58	55	1081	1100	20	N	
Line 19 Cell 59	56	1101	1120	20	N	
Line 19 Cell 60	57	1121	1140	20	N	
Line 19 Cell 61	58	1141	1160	20	N	
Line 20 Cell 62	59	1161	1180	20	N	
Line 20 Cell 63	60	1181	1200	20	N	
Line 20 Cell 64	61	1201	1220	20	N	
Line 21 Cell 65	62	1221	1240	20	N	
Line 22 Cell 66	63	1241	1260	20	N	
Line 23 Cell 67	64	1261	1280	20	N	

Field Name	Field Number	Start Position	End Position	Field Size	Usage*	Extended Description
Line 24 Cell 68	65	1281	1300	20	N	
Line 24 Cell 69	66	1301	1320	20	N	
Line 24 Cell 70	67	1321	1340	20	N	
Line 25 Cell 71	68	1341	1360	20	N	
Line 25 Cell 72	69	1361	1380	20	N	
Line 25 Cell 73	70	1381	1400	20	N	
Line 26 Cell 74	71	1401	1420	20	N	
Line 26 Cell 75	72	1421	1440	20	N	
Line 26 Cell 76	73	1441	1460	20	N	
Line 27 Cell 77	74	1461	1480	20	N	
Line 27 Cell 78	75	1481	1500	20	N	
Line 27 Cell 79	76	1501	1520	20	N	
Line 28 Cell 80	77	1521	1540	20	N	
Line 29 Cell 81	78	1541	1560	20	N	
Line 30 Cell 82	79	1561	1580	20	N	
Line 31 Cell 83	80	1581	1600	20	N	
Line 38 Cell 84	81	1601	1620	20	N	
Line 39 Cell 85	82	1621	1640	20	N	